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मध्यप्रदेश राजपत्र

प्राधिकार से प्रकाशित

क्रमांक 28]

भोपाल, शुक्रवार, दिनांक 13 जुलाई 2012—आषाढ़ 22, शक 1934

भाग ४

विषय-सूची

(क)	(1) मध्यप्रदेश विधेयक,	(2) प्रवर समिति के प्रतिवेदन,	(3) संसद में पुरःस्थापित विधेयक.
(ख)	(1) अध्यादेश,	(2) मध्यप्रदेश अधिनियम,	(3) संसद् के अधिनियम.
(ग)	(1) प्रारूप नियम,	(2) अन्तिम नियम.	

भाग ४ (क)—कुछ नहीं

भाग ४ (ख)

अध्यादेश

उच्च शिक्षा विभाग

मंत्रालय, वल्लभ भवन, भोपाल

Bhopal, the 11th July 2012

No. R-343-CC-2012-XXXVIII.—In exercise of the powers conferred by sub-section (1) of Section 28 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 the State Government hereby makes, the first ordinance of the A. K. S. University Sherganj, Panna Road, Satna (M. P.) is hereby published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 under section 35. The first Ordinance of the University shall come into force from the date of notification.

THE FIRST ORDINANCES

By order and in the name of the Governor of Madhya Pradesh,
C. B. PADWAR, Dy. Secy.

ORDINANCE NO. 01**DEFINITION**

Definitions in these ordinances unless the context otherwise requires:-

- (a) "Act" means Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007.
- (b) "Ordinances" means the First Ordinance & subsequent ordinances of AKS University Santa M.P.
- (c) "Regulation" means the regulation of the University made under the provisions of the Act.
- (d) "State" means the State of Madhya Pradesh.
- (e) "Section", "Sub-Section", "Item" respectively means section of the act/ statutes/ Ordinances/ Regulation, subsection of the "section" and Item of the "Section" or "Sub-Section" of the above said act/ statutes/ ordinance/ regulation.
- (f) "Commission" means the Regulatory Commission established under section 36 of the Act.
- (g) "University" means the AKS University Satna (M.P.) incorporated under the Act.
- (h) "Sponsoring Body" means the Sponsoring Body of the University.
- (i) "Governing Body" means the Governing Body of the University.
- (j) "Visitor" means the His Excellency the Governor of M.P. as defined in section 15 of the Act.
- (k) "Academic Council" means the Academic Council of the University.
- (l) "Board of Management" means the Board of Management of the University.
- (m) "Chancellor" means the Chancellor of the University;
- (n) "Vice Chancellor" means the Vice-Chancellor of the University.
- (o) "Dean" means the Dean appointed by the University.
- (p) "Director" means the Director appointed by the University.
- (q) "Registrar" means the Registrar of the University.
- (r) "Chief Finance and Accounts Officer" means the Chief Finance and Accounts Officer of the University.
- (s) "Controller of Examination" means the Controller of Examination of the University
- (t) "Faculty" means the faculty of the University.
- (u) "Department" means a Department of Studies of the University.
- (v) "Institute" means a Institute of Studies of the University.

- (w) "Board of Studies" means the Board of Studies of the University.
- (x) "Fee" means the collection made by the University from the students.
- (y) "Higher education" means study of curriculum or course knowledge beyond 10th/10+2 level or HSSC or equivalent.
- (z) "Degree/Diploma/Certificate" means a Degree/Diploma/Certificate or any other academic distinction/titles awarded by University.
- (aa) "Regulatory Council" means the Relevant Councils as stated in the Act.
- (bb) "Statutes" means the Statutes of the University made under the provision of the Act.
- (cc) "Student" means the person enrolled in the University for pursuing a course of study for the award of a degree, diploma, certificate or other academic distinction.
- (dd) "Teacher" means a Professor, Associate Professor, Assistant Professor, Sr. Lecturer, Lecturer, Professor emeritus or teaching associates or a person known by any other designation who is required to impart education or to guide research or to render guidance to the students for pursuing a course of study of the University.
- (ee) "University Grant Commission" means the University Grant Commission established under the University Grant Commission Act, 1956 (No. 3 of 1956).
- (ff) "Words and Expression" used but not defined in these Ordinances shall have the same meaning as assigned to them in the Act.
- (gg) "Undergraduate Programmes", means the Bachelor's Degree programmes in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- (hh) "Post Graduate programmes", means the master's Degree in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- (ii) "Diploma programmes", means the diploma in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- (jj) "PG Diploma programmes" means the Post Graduate Diploma in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- (kk) "Certificate programmes" means in Certificate Courses the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- (ll) "Doctoral Programmes", means the Doctorate/Research Programmes in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.

- (mm) "Post Doctoral Programmes", means the Post Doctorate/Research Programmes in the relevant sphere of knowledge of respective Department/ School/ Institute of the University.
- (nn) "Duration of Course", means the whole tenure of the particular course (grace period of the course is not included in the tenure).
- (oo) "Mode of study", means the various ways of study in the University including Fulltime, Part time, Sequential, By Research, e-Learning, Interactive, Face-to-Face, Workshop, Through Webinar, or any higher innovative technological modes adopted by the University.
- (pp) "Branches of Study", means the area of the specialization of the study of any of the programmes or any respective faculties.
- (qq) "Regular Candidate" means the candidate who is studying in full time course running in the University in the respective academic year, and seeks permission for appearing in examination of the University as such.
- (rr) "Ex-student candidate" means the candidate who has taken admission in the University as regular student and was not able to appear in the examination in then admission year or declared failed in the admission year or detained due to shortfall of attendance, indiscipline or by any other reason and seeks permission to appear in the examination in the next academic year.
- (ss) "Detained candidate", means the candidate who has taken admission in the University as regular student but he has not been permitted to appear in the examination due to shortfall of attendance, indiscipline or by any other reason.
- (tt) "A Regular Course of Study" means the courses of study running in the University as full time or campus-based study and in this subject at least 75% attendance is necessary for all the students studying in the University for all the parts of study, i.e. Lectures, Tutorials, Practicals as well as quizzes, assignments etc. with the relevant condition of Exemptions as mention in the regulation for this purpose.
- (uu) "Course Co-ordinator", means the teacher of the University who have assigned a responsibility to teach the respective course in the respective semester or academic year.
- (vv) "Examination Hall", means the examination place, room, location, where students have to appear for the respective examination.

- (ww) “Invigilator” means the teacher or person who has been assigned duty in the particular Examination Hall.
- (xx) “Examination Pattern”, means the systems of the University are being followed by the University.
- (yy) “Internal Examiner”, means the examiner from the University Teaching Department.
- (zz) “External Examiner”, means the examiner from other Universities/Institutions.

ORDINANCE NO. 02

FACULTIES AND DEPARTMENTS

The University shall have the following Faculties mentioned in column (1) and the Departments, Centre & Institutes mentioned in column (2) of the following table thereof :

Sr. No.	Faculty (01)	Departments of (02)
1	Faculty of Engineering and Technology	<ul style="list-style-type: none"> ▪ Civil Engineering ▪ Cement & Ceramic Technology ▪ Architecture & Planning ▪ Mechanical Engineering ▪ Production & Industrial Engineering ▪ Manufacturing Engineering ▪ Electrical Engineering ▪ Instrumentation Engineering ▪ Electronics & Communication Engineering ▪ Tele-Communication Engineering ▪ Computer Science & Engineering ▪ Information Technology ▪ Mining Engineering ▪ Gemology ▪ Environmental Engineering • Biomedical Engineering • Rural Technology • Centres for Advance Technological Training & Vocational Studies • Institute of Professional & Skill Development
2	Faculty of Computer Applications & Information Technology and Sciences	<ul style="list-style-type: none"> ▪ Computer Applications ▪ Information Technology and Science ▪ Animation & Multimedia

3	Faculty of Agriculture Science and Technology	<ul style="list-style-type: none"> ▪ Agriculture Science ▪ Agricultural Engineering ▪ Horticulture ▪ Animal Husbandry ▪ Centre for Agriculture Extension Training & Services
4.	Faculty of Pharmaceutical Science & Technology	<ul style="list-style-type: none"> ▪ Pharmacy ▪ Herbs & Drug Technology ▪ Industrial Chemistry ▪ Pharmaceutical Chemistry
5.	Faculty of Life Science & Technology	<ul style="list-style-type: none"> ▪ Biotechnology ▪ Food Technology ▪ Cosmetic Technology ▪ Micro-Biology ▪ Bio-Informatics ▪ Nutritions ▪ Forest & Wild Life ▪ Environmental Science
6.	Faculty of Education	<ul style="list-style-type: none"> ▪ Education ▪ Physical Education ▪ Teachers Training (Institute of Teachers Education & Training) ▪ Institute of Community Education & Training ▪ Adult & Continuing Education & Extension Services
7.	Faculty of Fine Arts and Design	<ul style="list-style-type: none"> ▪ Applied Arts & Education ▪ Visual Arts ▪ Fashion Designing ▪ Institute of Creative & Performing Arts

8.	Faculty of Management Studies	<ul style="list-style-type: none"> ▪ Business Administration & Management ▪ Agri Business & Rural Management ▪ Banking & Insurance
9.	Faculty of Basic Science	<ul style="list-style-type: none"> ▪ Mathematics ▪ Physics ▪ Chemistry ▪ Botany ▪ Zoology ▪ Home Science
10.	Faculty of Commerce & Financial Studies	<ul style="list-style-type: none"> ▪ Commerce & Management ▪ Computer Application & e-Commerce ▪ Financial Analysis & Control ▪ Business & Managerial Economics ▪ Institute of Industries & Corporate Governances
11.	Faculty of Social Science and Humanities	<ul style="list-style-type: none"> ▪ Mass Media & Communication ▪ Public Administration ▪ Library & Information Science ▪ Archaeology & Museum ▪ Sociology ▪ Political Science ▪ Economics ▪ Philosophy ▪ Spiritual Studies ▪ Languages ▪ Institute of Social Work & Public Relation ▪ Centre for Public Policy Analysis & Research

Other faculties and Departments/Schools/Institutes/Centre of Excellence can be created modified as per the decisions and approval of the appropriate authorities.

ORDINANCE NO. 03**ADMISSION OF STUDENTS TO UNIVERSITY TEACHING DEPARTMENTS OR INSTITUTIONS, TRANSFER OF STUDENTS AND MAINTENANCE OF DISCIPLINE**

1. In this Ordinance, unless there is anything repugnant in the subject or context-
 - a. **"Qualifying Examination"** means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to a Bachelor's or Post-Graduate Degree or Diploma or Research Degree or other academic distinctions/titles conferrable by this University.
 - b. **"Equivalent Examination"** means an examination which has been conducted by-
 - i. any recognized Board of Higher Secondary Education; or
 - ii. any Indian University incorporated by any law in force for the time being, and recognized by the University as equivalent to its corresponding examination; or
 - iii. Any foreign University / Board examination that have been recognized by AIU as equivalent to 10+2 stage qualification or Bachelor Degree programme.
2. Admission to all courses shall be governed by the following principles:
 - I. Admission shall not be a matter of right.
 - II. Eligibility shall not imply admission.
 - III. Admission in all University Teaching Departments or Schools or Institutions that are constituent units of the University shall be governed as per Regulation made in this behalf, subject to the norms/ eligibility/ guidelines issued by the relevant Regulatory Bodies . The University shall follow reservation policies of the State as enacted by a relevant Act of the Legislative Assembly.
3. A student seeking admission to a University Teaching Department or School or an Institution shall, on or before the date prescribed for submission of applications for admission, submit his application on the prescribed form to be obtained on payment of prescribe fee, to the prescribed location.
4. The mode of sending application for admission of students can be either direct in person or through counseling or through guidance centre or by post or through Online. Any student from India or abroad seeking admission in the University can interact Online to the University. Mode of instructions of teaching of such student shall be decided by the Academic Council of the University.
5. No candidate shall be admitted in more than one degree (UG/PG) course/programme simultaneously, in one and the same year. However the students are allowed to take admission in diploma/certificate/other capsule courses/short term courses pertaining to engineering and technical training, skill development, computers, as well as of various languages, conducted by the various Departments/ Schools/ Institutes/ Centres of the University.
6. The University shall follow the normal admission process to all courses, if otherwise not specified as follows:

- (a) The University will publish an admission notification in newspapers, on the University's website, notice boards of the University and/or in other publicity media for information, before the start of every academic session of courses.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website or the students will be duly informed either directly or by any other mode for their admission.

However the admission into professional/ technical and other selected courses shall be based on the specific admission procedure designed by the University which may include either or all, aptitude test/academic credentials/Group Discussion/ personal interview and/or counseling whose separate merit list shall be prepared for admission to the concerned courses.

Provided that, the University may also use the score cards of various National/ State level entrance test conducted by various agencies/ organization/ Institutes/ Universities/ Boards for this purpose

- (c) The candidates whose results of the qualifying exam are awaited can also apply, who will be admitted provisionally. Such candidates, however, must produce the previous years mark-sheet/ School/ College/ University certificates or any other certificate/undertakings as desired by the University, as a proof for required eligibility criteria along with the application form and prescribed fee before the due date. The candidate so admitted shall have to present the final mark sheet of the qualifying examination within a specified period prescribed for this purpose by the University, otherwise the admission shall stand cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons, if :
 - the candidate does not fulfill the eligibility conditions.
 - the prescribed fees are not deposited or submitted within stipulated period.
 - the application form is not signed by the candidate and his/her parent guardian, wherever required.
 - supporting documents for admission are not enclosed.
 - the University administration has any adverse report, comment or information about the candidate through his any source of information or the University may give the provisional admission to such student with the certain specified conditions or the University may put such student on his conduct probation for some specified duration.
- (f) Enrollment/Registration number will be assigned to the student by the University after verification & submission of all the necessary documents and fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time, subject to the provisions of section 2 above.

7. The application for admission shall among others be accompanied by

(i) The School or College Leaving Certificate signed by the Head of the Institution last attended by the student,

(ii) True copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student who passed the examination as private candidate, a certificate signed by two responsible persons certifying to the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he shall submit in addition to the School or College Leaving Certificate an eligibility or a Migration Certificate from the Secretary or Registrar of such Board or University, as the case may be together with immigration fee decided by the University.

Provided that if it does not become possible for the applicant to obtain a migration certificate in time to submit the application, he may submit his/her application in time stating that the required certificate shall be produced as soon as it is received to him from the concerned board/University, and for that purpose applicant may be allowed by such period as the University may specify.

Provided that a student who is eligible for second or supplementary examination of the University shall be permitted to take provisional admission to the next higher class within the prescribed date. If student fails to clear the supplementary or pass the second examination, the provisional admission in the higher class shall stand cancelled.

Provided further that the Vice-Chancellor shall have power to grant admission in cases of candidates

(i) Who qualify for admission as a result of revaluation and who seek admission within a month from the date of declaration of the result,

(ii) Candidates coming on transfer from other universities because of the transfer of their Parents/Guardians, or any other genuine hardship beyond the last date for admission on the clear understanding that the attendance of all such students admitted under the provision shall be counted from the date of commencement of the session of the particular course/programme.

8. (I) No student shall be admitted to an Institutions/UTD/Schools for perusing a course of study for the initial year of the first degree under any faculty unless he has passed the final examination held under any recognized Board of Higher Secondary Education or an examination declared equivalent to such examination or such other qualifying examination as may be prescribed from time to time for a particular course/programme by the University.
- (II) No student enrolled in the University shall be admitted to any subsequent higher class in any Institutions/ UTD/ Schools unless he has passed the examination qualifying him to appear for the examination for which he will be preparing.
- (III) No student migrating from any other University shall be admitted to any class in an Institutions/UTD/Schools unless he has passed the examination which has been declared by the University as equivalent to the qualifying examination for a student of the University.

- (IV) Without prejudice to the provision contained in sub-clause (3) above, no student migrating from any other University shall be admitted to any class in Institutions/UTD/Schools without the previous permission of the Registrar wherever by any general or special direction, such permission is necessary.
 - (V) An applicant for admission to a course leading to any Degree or diploma or certificate shall not be so admitted unless he is prepared to appear in all the subjects prescribed for the particular examination.
9. (1) No student who has passed a part of any degree or Post-Graduate examination from another University shall be admitted to subsequent higher class for such examination in any Institutions/UTD/Schools without the approval of the Vice Chancellor.
 - (2) No person who is under sentence of rustication from another University or a Teaching Institution connected with that University shall be admitted to any course of study in any Institutions/UTD/Schools maintained by this University.
 - (3) No person shall be given admission to any course /programme of University unless the student and his parents shall submit an affidavit/ undertaking with regard to not to participate in any manner of raging or any kind of un-social and destructive activities, violence/crime or use of drugs or alcohol/wine etc.
 - (4) Admission to any course or Programme to the University can be cancelled at any time if any information furnished by the candidate is found to be false or incorrect.
10. Admission to various courses/programmes of the University will be done as per their admission session declared by the University. The Vice Chancellor can make changes in the admission session of courses/programmes from time to time.
 11. A Complete list of all students admitted to the Department/ Schools/ Institution shall be forwarded by the Head of the Department/ Schools/ Institution to the Registrar of the University by the last date (or as per the last date declared in the academic calendar of the University) with a certificate that all admissions have been made as per University Rules.
 - (1) A student shall be enrolled as a member of Department/ Schools/ Institution as soon as he is admitted by the Head of the Department/ Schools/ Institution and has paid the prescribed fees.
 - (2) A student seeking admission, after the commencement of the session to any course or programme of Department/School/Institute shall be required to pay the whole prescribed fees including tuition fee from the commencement of session or as decided by the University.
 12. The Head of the Department/ School/ Institution may permit a student to change his optional subjects for a course/programme or with the approval of the Vice Chancellor, to change the Faculty within 30 days of start of the course/programme.
 13. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the Departments/ Schools/ Institution of which he is a student and of the University.
 14. (1) When a student has been guilty of breach of discipline within or outside the premises of the University or Department/ Schools/ Institution, or persistent idleness or has been guilty of misconduct, the Head of the Department/ Schools/ Institution, at which such student is studying or the Vice

Chancellor/Registrar/Dean student Welfare may according to the nature and severity of the offence-

- a. suspend such a student from attending classes for a period or to impose monetary fine or both as decided by the appropriate authorities of University, or
 - b. expel such a student from his Department/ School/ Institution, or
 - c. disqualify such a student from appearing at the next ensuing examination, or
 - d. rusticate such a student.
- (2) Before inflicting any punishment as aforesaid, the Head of the Department/ Schools/ Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
 - (3) The Head of the Department/ Schools/ Institution concerned shall have power to suspend a student for such time as may be necessary, temporarily from the Department/ Schools/ Institution pending inquiry against his conduct in connection with alleged offence.
 - (4) The period, during which a student remains suspended for completion of an enquiry, shall be reckoned in the calculation of his attendance for appearing at an examination provided if he is found innocent.
 - (5) The rustication of a student from Department/ Schools/ Institution of the University shall entail the removal of his name from the register of enrolled students.
15. There shall be a code of conduct for students as may be prescribed by Regulation. It shall be compulsory for all students to comply with its provisions. In the event of non-observance of the code, by a student, it shall be the duty of the Dean/ head of Department/ Schools/ Institution/ Registrar of the University to take disciplinary action against him under the clause 14 as mentioned above.

ORDINANCE NO.04

REGISTRATION/ENROLLMENT OF STUDENTS AND THEIR ADMISSION TO THE COURSES OF STUDY AND TEACHING METHODOLOGY AND STUDY INSTRUCTIONS

1. For registration/ to enroll in the University courses of study, a candidate must apply on prescribed format and submit the application form along with the attested copy of the mark-sheet of the qualifying examination, Transfer Certificate, Migration Certificate and any other certificate required by the University and University fees.
2. The registration/Enrollment form will be forwarded by the head of the Department/ Schools/ Institution to the Registrar of the University.
3. On receipt of the registration form at the University Department/ Schools/ Institution the candidate will be allotted a temporary registration number.
4. The registration application form will be subjected to verification by the University and after due verification, the candidate will be given an enrollment Number.
5. The validity of the enrollment will be for the following periods:

a. Certificate and one year Degree/Diploma programmes	-	2 years
b. Three years Degree/Diploma programmes	-	6 years
c. Four years Degree Programme	-	8 years
d. Master degree and two years programmes	-	4 years
e. Integrated Master degree & Five years programmes	-	10 years

6. Person, who is under sentence or expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.
7. (1) A student who is enrolled with the University, may apply for a change, correction or alteration in one's own name or surname to the Registrar of the University with a fee decided by University.
 (2) The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of name of the student.
 (3) The application for change or correction in the name shall be made through the Head of the Departments/ Schools/ Institutions where the student is studying or in case of other students, it shall be countersigned by two members of the Court or a first class Magistrate and shall be supported by an affidavit.
 (4) Any change, addition or modification in the name shall be recorded in the University register in red ink under the attestation of the Registrar and a certificate to that effect shall be issued to the applicant.
 (5) The fees deposited by the candidate shall not be refunded in any case.
8. Teaching Days – ordinarily every course/programmes offered by the University shall ensure the minimum actual academic days not below 180 days in an academic year and 90 days in a semester. However it may vary for identified and selected course/programme keeping in view of their nature, mode, methodology and operation.
9. (a) Teaching methods of all the courses shall include one or more methods of teaching like - Class Room Teaching, Assignments, Lab classes, Seminars, Workshops Presentation, Group Discussion, Project Work, Summer Training, Field Work/visit, Industrial Visit, Industrial training, Educational Tour, Face to Face, online, e-learning, webinar etc.
 (b) For better support to the students in conjunction with the traditional approaches, most modern approaches based on innovative communication technologies for teaching learning will also be adopted wherever possible. These may includes online teaching-learning, Web casting, Podcasting, Online chatting with teachers, Online Discussion Forums etc.
 (c) Also for better support to the student for their studies of any programme/course, the course material shall include various prescribed text books as well as University shall also provide other instructional and study materials with e-learning instruction and e- journals etc along with its own developed study material wherever possible. The University as for as possible shall also adopt the other innovative teaching aids and materials from time to time.
 (d) The teaching methodology, instructions & course/programme material may vary from course/programme to course/programme and it shall be appropriately designed by the University.
 (e) For the research oriented courses in all spheres of knowledge, the scope of the research, curriculum, the teaching and instructions methods may be of unique and innovative in nature and differ from the traditional approach of carrying out researches which shall be appropriately designed by the University from time to time.

ORDINANCE NO.05
EXAMINATIONS (GENERAL)

PART-I

DEFINITIONS

1. In this Ordinance and in all Ordinances and Regulations laying down conditions for appearing in an examination of the University for a degree or a diploma, either in general or for a particular examination, unless there is anything repugnant in the subject or context have the following meanings-
 - (a) **“Regular Candidate”** means the candidate who is studying in full time course running in the University in the respective academic year, and seeks permission for appearing in examination of the University as such.
 - (b) **“Ex-student candidate”** means the candidate who has taken admission in the University as regular student and was not able to appear in the examination in then admission year or declared failed in the admission year or detained due to shortfall of attendance, indiscipline or by any other reason and seeks permission to appear in the examination in the next academic year.
 - (c) **“Detained candidate”** means the candidate who has taken admission in the University as regular student but he has not been permitted to appear in the examination due to shortfall of attendance, indiscipline or by any other reason.
 - (d) **“Failed Candidate”** is a person who has failed in any of the theory paper or in any other part of the examination.
 - (e) **“Registration Period”** means the period for which a candidate's enrollment is valid.
 - (f) **“Forwarding Officer”** means any person authorized by the Registrar of the University.
 - (g) **“Attested”** means attested by the forwarding officer.

PART - II

**ADMISSION OF VARIOUS CATEGORIES OF STUDENTS
TO UNIVERSITY EXAMINATION**

2. No candidate shall be permitted to appear in the University examinations unless he/she is duly registered / enrolled with the University.
3. Filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the Department/ School/ Institution so as to reach to the Controller of Examination through the Registrar on or before the last date prescribed for the purpose by the University. It will be the responsibility of the head of the Department/ Schools/ Institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled attendance norms and is of good conduct.
 - (i) Application submitted by regular candidates together with the examination fee and marks fee shall be forwarded by the Head of the Department/ School/ Institution of the University so as to reach the Controller of Examination

through the Registrar on or before the last date prescribed for the purpose by the University.

(ii) In case of each application, the Head of the Department/ Schools/ Institution of the University shall certify that the candidate :-

(a) Possesses the minimum academic qualification for appearing at the examination to which he seeks admission.

(b) Is of good conduct.

(iii) The Head of the Department/ Schools/ Institute of the University concerned shall send a list of candidates eligible for examination, as per examination schedule declared by the University to the Controller of Examination and the Registrar for information.

4. The head of the Department/ Schools/ Institute or the Registrar of the University can detain a candidate from appearing in an examination if he/she has not paid complete fees and full dues of the University.
5. (i) An ex-student shall submit his examination form in prescribed format on or before the last date notified by the University to the concerned head of the Department/ School/ Institute who will forward it to the Controller of Examination through the Registrar after due verification.
(ii) An ex-student candidate shall offer the same subjects or optional papers which he had previously offered as a regular candidate, the changes in scheme of examinations by the University not-with-standing.
6. The Head of the Department/ Schools/ Institute of University may detain a regular candidate from appearing in an examination or at any stage of examination if he does not pay outstanding dues, or does not return the property and all the articles and uniform issued to him for sport or NCC or for any other purpose or does not pay the cost thereof in case of its loss, 15 days before the commencement of the examination or if the conduct of the student has been unsatisfactory.
7. No candidate shall be allowed to take the term-end/Annual/Semester Examination unless one has:
 - (i) Attended at least 75% of lectures delivered / practical or lab classes conducted.
 - (ii) Paid all the prescribed fees and dues/fine imposed if any.
 - (iii) Obtained 'No Dues' certificate from the all concerned sections of the respective Department/ Schools/ Institute of the University.
 - (iv) Submitted the job internship certificate/ Project Report (where ever it is applicable), as notified by the appropriate authority of the concerned Department/ Schools/ Institute/ of the University.
 - (v) Received in-plant training (where ever it is applicable), as prescribed in the syllabus and notified by the appropriate authority of the University.

PART III

GENERAL CONDITIONS

8. Where there are Two or Three examinations for any degree such as Year I, II and III or Previous and Final examinations and there are Two or more alternative subjects/courses are available for such a degree, a candidate for that degree must take the same

subject/course in year II/ III/ Final examination as he has taken in the year-II/Previous examination.

9. No candidate shall appear in more than one degree (UG/PG) examination simultaneously, in one and the same year. However the students are allowed to appear in diploma/certificate/other capsule courses/short term courses pertaining to engineering and technical training, skill development, computers, as well as of various languages conducted by the various Departments/ Schools/ Institutes of the University.
10. A Candidate who has passed the Bachelor's Degree Year-I or Year-II examination or the Previous examination of a Master's Degree of another University may with the permission of the Vice Chancellor, be admitted to the next higher examination of the University for the degree concerned, provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.
11. No person who has been expelled or rusticated from the University or has been debarred from appearing at University examination shall be admitted to any examination during the period for which the sentence is in operation.
12. Notwithstanding anything contained in the Ordinances relating to admission of candidates to appear in an examination for the course/ program he has been already admitted in the University, the Vice Chancellor may, in special cases in which he is satisfied that the delay in submitting the application for admission to an examination is not due to lack of diligence on the part of the candidate and that it would be a great hardship to the candidate if his application is rejected, allow an application which is otherwise complete in all respects to be entertained with the requisite late fees.
13. (1) The Controller of Examination shall issue an admission card in favour of a candidate, if-
 - (a) the application of the candidate is complete in all respect in accordance with the provisions applicable, and is in order.
 - (b) the candidate is eligible for admission to an examination and the fees as prescribed has been paid by the candidate.
- (2) Where the practical examination is held, earlier than the examination in theory papers, a candidate, shall not be deemed to have been admitted to the examination until he is issued an admission card for appearing in the examination.
- (3) The admission card issued in favour of a candidate(Including regular, ex-student and private candidates), to appear at an examination may be withdrawn if it is found that-
 - (a) the admission card was issued or permission was given through mistake, or the candidate was not eligible to appear in the examination.
 - (b) any of the particulars given or document submitted by the candidate in or with the application for enrolment, admission to a University Teaching Departments/ Schools/ Institutes for admission to an examination is false, incorrect, or forge and fabricated or found unsatisfactory.
- (4) The Controller of Examination may, if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of a prescribed fee

as decided by the University for this purpose. Such card shall show in a prominent place the word "DUPLICATE".

14. A candidate shall not be admitted into the examination hall unless he/she produces the admission card before the invigilator or the superintendent of the examination centre or appropriate authority pertaining to examination of the University. A candidate shall produce his admission card whenever required by the Superintendent or the invigilator during the examination.
15. (a) In the Examination hall the candidate shall be under the disciplinary control of the Superintendent of the examination Centre and invigilator, and he shall obey their instructions. In the event of a candidate disobeying the instructions or showing indiscipline conduct or arrogant behavior towards the Superintendent or any invigilator, the candidate may be excluded from that day's examination and if he persists in misbehavior he may be excluded from the rest of the examinations by the Superintendent of the examination Centre.
- (b) If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the examination centre or in its precincts endangering the personal safety of either of them or acts in a manner likely to obstruct the authorities in the discharge of their duties, the superintendent may expel the candidate from the examination centre and if necessary the examination authority shall take the help of police to manage the situation and for smooth conduction of examination.
- (c) If a candidate brings any dangerous weapon within the precincts of the examination centre, he may be expelled from the centre and/or handed over to the police by the superintendent of Examination centre.
- (d) A candidate expelled on any of the grounds mentioned in (b) or (c) above will not be allowed to appear in the subsequent papers.
- (e) In every case where action is taken by the Superintendent under (a), (b) or (c) above a full report shall be sent to the Registrar and Vice-Chancellor. The Vice-Chancellor shall send the case before the appropriate committee duly constituted for that purpose shall consider according to the gravity of the offence, to further punish a candidate by cancelling his examination and/or debarring him from appearing at any of the examinations of the University for one or more years after giving an opportunity and considering any explanation submitted by the candidate.
- (f) (i) If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or notes or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him the examination hall material connected with the examination or in any other manner whatsoever, the Vice Chancellor may cancel his examination and also debar him from appearing at any of the examinations of the University for one or more years according to the nature of the offence.
- (ii) The Vice-Chancellor may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years if it is discovered afterwards that the candidate was in any manner guilty of misconduct in connection with his examination and/or was instrumental in or

has abetted the tempering of University records including the answer books, mark-sheets, result charts, degree/diplomas or certificates and alike.

(iii) The Vice-Chancellor may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate had obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.

16. (1) A candidate who due to sickness or other cause is unable to present himself/herself at an examination shall not receive a refund of his fee, provided that the Vice Chancellor may in a case in which he is satisfied about the genuineness, or merit of it on only exceptional cases with due consent of the Chancellor, order for adjustment of the following portion of the fee towards the immediate next examination :

Examination fee: Other fees paid by the candidate shall lapse to the University. Application for such adjustment from a candidate accompanied by a Medical Certificate of illness if applicable must be sent, so as to reach the Registrar not later than 30 days from the date of commencement of the examination at which the candidate was to appear.

Provided, however, that a candidate shall not be entitled to the adjustment of examination fee mentioned in foregoing paragraph if he/she changes the faculty or his subject in case of a postgraduate examination.

- (2) The examination fee of a candidate who dies before appearing at the examination may be refunded in full to his guardian or his successor.
- (3) The entire fees paid by a candidate whose application for appearing at an examination is cancelled on account of producing fraudulent documents or giving false particulars shall stand forfeited.
17. (1) Any candidate who has appeared at an examination conducted by the University, may apply to the Registrar for the re-totaling of his marks in the written papers in any subject and rechecking of his result on the prescribed pro-forma, of the University, which shall be available on the payment basis. Such application must be made so as to reach the Registrar within 30 days of the publication of the result of the examination.
- (2) The application of re-totaling of marks must be accompanied by the prescribed fee of the University from time to time.
- (3) The result of the re-totaling shall be communicated to the candidate.
- (4) If as a result of re-totaling it is found that the examinee should be declared as having passed or placed in a higher division the result of the candidate shall be revised accordingly.
18. (1) A candidate whose result has been declared may apply to the Registrar in the prescribed form, of the University, which shall be available on the payment basis, within Thirty Days of the declaration of his result for the revaluation of any answer books.

Provided that no candidate ordinarily shall be allowed to have more than Two Answer Books revalued. However in exceptional cases on the genuine ground the Vice-Chancellor shall allowed only one more Answer Book .

Provided also that no revaluation shall be ordinarily allowed in case of scripts of practical, field work sessional work, class tests and such other evaluation like- seminar, presentations, group discussion etc. submitted in lieu of a paper at the examination. However the thesis submitted in lieu of a paper shall be revaluated on the exceptional case without conduct of any fresh internal assessment and viva-voce, with the permission of the Vice-Chancellor. The revaluation fee for thesis shall be prescribed by the University separately.

(2) The fee for revaluation shall be as decided by the University from time to time.

19. No person, who is under sentence of expulsion or rustication from a University Teaching Departments/ Schools/ Institutes/ Centres or is debarred from appearing at examination of the University for any period of time, shall be granted a Migration Certificate during the period for which the sentence is in operation.
20. Because of loss, theft or any other reason if a student intends to apply for the duplicate copies of his/her mark sheet, degree, diploma, certificate, migration etc., the student may apply to the Registrar of the University on the prescribed pro-forma, which shall be available on the payment basis and submit with the details of examination accompanied with an affidavit on stamped paper of proper value as per prevailing law and requisite fee which shall be prescribed by the University from time to time.

Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Legal Law for the time being in force that the applicant has not utilized the Original Migration Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.

21. The names of first ten successful candidates in each examination shall be declared in order of Merit for each class/subject/course/programme as the case may be.
22. There shall be separate provision in the concerned regulation for the award, distribution and its proper regulation of the grace marks except where it has been already specified concerned ordinance.

PART-IV

EXAMINATION FEES

23. The examination fees for various courses under semester system/annual examination pattern will be such as prescribed by the University from time to time.

The Board of Management of the University with due approval of Finance committee can change any of the above fees or conditions for the examination (clause 1 to 22) as and when the situation so warrants.

ORDINANCE NO. 06**CONDUCT OF EXAMINATIONS**

1. All arrangements for the conduct of examinations to be held by the University shall be made by the Controller of Examinations in consultation of examination committee of concerned faculty/ Department/ School/ Institute.
2. The Controller of Examinations shall prepare and duly publish a programme for the conduct of examinations specifying the date of each Examination and the last dates by which applications and fees for examinations shall be submitted by the intending examinees.
3. (i) The Controller of examination shall appoint the appropriate number of Superintendent and Assistant Superintendents with the approval of the Vice-Chancellor, for the conduct of various examinations and shall issue instructions for their guidance.
 (ii) The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer books, sent to him and shall render to the University office a complete account of used and unused question papers and answer books timely.
 (iii) The superintendent shall supervise the work of invigilators working under him and shall conduct the examinations strictly according to the instructions issued to him by the University.
 (iv) The Superintendent of the Examination shall, whenever necessary send a confidential report to the Controller of Examinations about the conduct of examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination being held at the centre as may be considered necessary, alongwith any other matter which he thinks fit to be brought to the notice of the University.
 He shall also be responsible for maintenance and submission of the account of advance money received and expenditure incurred in connection with the conduct of the examinations and to report to Controller of Examinations directly.
 (v) The Centre Superintendent shall have the power to expel an examinee from examinations on subsequent examination days, on any of the following grounds :
 a. That the examinee created a nuisance or serious disturbance at the Examination Centre.
 b. That the examinee showed a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
 c. If necessary, the Superintendent may get police assistance. Where a candidate is expelled, the Controller of Examinations and Registrar shall be informed immediately.
 (vi) Unless otherwise directed, only teachers of University Teaching Departments/ Schools/ Institutes shall be appointed as invigilators by the Superintendents. Invigilators can also be drawn from other educational institutions.
4. It shall be the duty of the Centre Superintendent to ensure that an examinee is the same person who had filled in the application form for appearing at the examination. As well

as to see that on each day on which a candidate appears in the examination, his signature is obtained on the prescribed forms/documents and to make sure that it tallies with the one already on it.

5. No examinee shall leave the examination hall within half an hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of its commencement.
6. Examinees desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of 5 minutes. The absence shall be recorded and if the examinee fails to return within the limit of 5 minutes, he/she shall not be permitted to enter the examination hall, unless he/she gives convincing explanation.
7. A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking in spite of the warning by the invigilators, the answer book of such examinee shall be withdrawn and a second answer book supplied. Only the second answer book shall be sent for valuation. The first answer book shall be cancelled and sent to the Controller of Examinations by the Superintendent.
8. The Controller of Examinations may, on the recommendation of the Centre Superintendent appoint an alternative person to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himself/herself on account of physical disability, severe short sightedness or sudden illness (must be supported by a certificate issued by a Medical Officer), provided that such an alternative person shall be a man/woman possessing qualification of atleast one class examination lower than the examinee concerned and he may not be the relative of the examinee.
9. The Superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination centre during the hours of examination, in the following manner :
 - (i) The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
 - (ii) The statement of the examinee and the invigilator shall be recorded.
 - (iii) The examinee shall be issued a fresh answer book marked "Duplicate Using Unfair Means" to attempt answer within the remaining time prescribed for the examination.
 - (iv) All the materials collected and the entire evidence alongwith a statement of the examinee and the answer book duly initialled shall be forwarded to the Registrar by name, in a separate confidential sealed registered packet marked "Unfair Means" alongwith the observations of the Superintendent.
 - (v) The material so collected from the examinee together with both the answer books, viz, the answer books, collected while using unfair means and the other supplied afterward, will be sent to the examiner by the Registrar for assessing both the answer books separately and to report if the examinee has actually used unfair Means in view of the material collected.

- (vi) The cases of the use of unfair means at the examination as reported by the Centre Superintendent alongwith the report of the Examiner shall be examined by a Committee to be appointed by the Vice Chancellor every year.
10. The Vice Chancellor may cancel an examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
11. The Controller of Examination with due approval of the Vice Chancellor may issue such General Instructions for the guidance of the Examiners, Centre Superintendents, Tabulators, Collators, as he considers necessary for the proper discharge of their duties.
12. Subject to the provision of this Ordinance, the Board of Management on the recommendation of Academic Council may from time to time make, alter or modify rules and procedures about the conduct of examination.
13. (1) The Results Committee for each faculty shall consist of the following :
 - (i) Dean of the faculty (Chairman).
 - (ii) Head of the Department
 - (iii) Two senior most teachers of the Department (other than the head of the department).
 - (iv) Controller of Examination (Member-secretary)
- (2) Two members shall form the Quorum,
- (3) The term of the Results Committee shall be one academic year.
- (4) The functions of the Results Committee shall be as follows :
 - (i) To scrutinise and pass the results of the examinations conducted by the University after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice Chancellor the action to be taken in case the result is unbalanced.
 - (ii) To scrutinise complaints against question papers and to take necessary action.
 - (iii) To decide cases of candidates who answered wrong paper.
 - (iv) To decide cases of candidates whose answer books were lost in transit.
 - (v) To decide cases of mistakes made by the paper-setters, Moderators, Examiners, Invigilators. Superintendents of the Examination Centres, Tabulators, Collators, coordinators and any other person concerned with the examinations whose cases are referred to the Committee.
 - (vi) To exercise such other powers as the Academic Council and Vice-Chancellor may delegate to it from time to time.
14. If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Controller of Examinations directly.
15. Any attempt made by or on behalf of a candidate, to secure preferential treatment, in the matter of his/her examination, shall be reported, to the Controller of Examinations, who shall place the matter before the Vice-Chancellor and other appropriate forum of the University to take necessary action against such candidate.

16. Except as otherwise decided by the Board of Management, the examination answer books and the documents regarding the marks obtained by the examinees, except the tabulated results, shall be destroyed or otherwise disposed off after 6 months from the date of declaration of the results.
17. The Controller of Examination will publish the results of the examinations as passed by the Results Committee on the various notice boards of the University. The results, when published, shall simultaneously be communicated to the Heads of Departments/ Schools/ Institutes/ Centres. If any clerical error or error in the process of calculation or computerization is discovered in the results so declared by any source, the Result Committee with the approval of the Vice-Chancellor shall have the power to rectify the same.
18. The remuneration of the Examiners, Superintendents, Asstt. Superintendents, Invigilators, Tabulators and Collators and the deductions to be made in remuneration or any other kind of punishment or corrective measures for errors noticed shall be decided by the Board of Management in consultation with relevant committee constituted for the purpose from time to time.
19. (i) Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by the Controller of Examinations to Two Examiners (other than the One who initially evaluated it).
(ii) The average of the nearest two of the three valuations (one initial and two revaluation) shall be taken as corrected marks.
Provided that, if the revaluation marks deviate by 10% or more in higher side from the initial valuation, than the average of these two revaluated marks shall be considered and awarded to student accordingly otherwise no change in his initial evaluation is done that means no change already awarded marks.
20. All the records of examinations and results will be maintained by the University for a maximum period of three years from the date of declaration of results of the concerned examination except the tabulation chart or master cross list or grand chart reflecting the statement of marks of all examination of all examinees of a course/programme which shall be maintained and detained in the safe custody as the permanent document of the University.
21. Any matter not covered in the above provisions will be dealt in accordance with the provision of the concerned/relevant Regulations which shall be amended from time to time.

ORDINANCE NO. 07**THE CONDITIONS FOR AWARD OF FELLOWSHIPS/SCHOLARSHIPS/
STIPEND/MEDALS/PRIZES**

1. (a) Every year at an appropriate time, the University shall invite application from students/scholars through a notice for the various awards to be made.
- (b) All awards of Fellowships, Research Scholarships, Stipend and other Scholarships including its value and duration, shall be made on the recommendation of the Academic Council by the Board of Management and the various medals, prizes and titles shall be awarded on the recommendation of a committee consisting of

i. Vice-Chancellor	-	Chairman,
ii. All Deans	-	Member,
iii. Registrar	-	Member Secretary, and
iv. One nominee of the Chancellor	-	Member

 with the approval of Chancellor.
2. Subject to the general conditions applicable to all fellowships and research scholarships as laid down in paragraph 3 below, the value, duration and conditions of the award of UGC fellowships shall be such as are laid down by the UGC.
3. The award, its value and duration of fellowships and Research Scholarships instituted by the University will have the following conditions-
 - (i) The Fellow/Scholar will do whole time Research Work under approved guide/supervisor on a subject/title approved by the University.
 - (ii) The Fellow/Scholar shall not accept or hold any appointment paid or otherwise or receive any emolument, salary, stipend etc. from any other source during the tenure of the award, nor he/she shall engage himself/herself in any profession or trade during that period. He/she may, however, undertake teaching assignment of not more than twelve hours a week in the institution, where he is working without accepting any remuneration.
 - (iii) The Fellow/Scholar shall not join any other course of study or appear in any examination after commencing work under the Fellowship/Scholarship.
 - (a) Provided that the Vice Chancellor may, on the recommendation of the guide, permit the Fellow/Scholar to join a Language Diploma Course and appear in an examination.
 - (b) Provided further that exemption could also be provided, for those, who wish to appear in an examination or a subject, relevant to the problems of research, without supplicating for any degree.
 - (iv) Unless permitted by the guide/supervisor to work for a specified period at some other place, the Fellow/Scholar shall be required to attend the specified concerned institution, where he is to work, on all working days and shall submit a satisfactory report with respect to his work and conduct from that institution.
 - (v) If any information submitted by the Fellow/Scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.

- (vi) If at any time it should appear to the University by any source that the progress or conduct of the Fellow/Scholar has not been satisfactory, the Fellowship/Scholarship may be suspended or withdrawn, at any time, by the University.
 - (vii) (a) Leave for a maximum of thirty days in a year (15 day in each semester) in addition to general holidays may be allowed to a fellow/scholar with the approval of the guide/supervisor and the University. The general holidays, however, are not including in the vacation period. Provide that no other leave shall be admissible.
(b) Further The fellow/scholar may, in a special case, be allowed leave by the University, without fellowship/scholarship for a period not exceeding three month, during the tenure of the award on the recommendation of the Guide/Supervisor.
 - (viii) The Fellow/Scholar shall be required to pay the prescribed fees to the University.
4. Post-Graduate Scholarship instituted by the University shall ordinarily be tenable for Two Academic Sessions i.e. Twelve Months in the First Year and Ten Months in the Second Year on condition that the Scholarship holder produces a certificate of efficiency in studies from the Head of the Department in the subject of study.
 5. If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.
 6. The Scholarship shall be tenable from the dates of the workload assigned in the respective semester in all cases. However, the fellow/scholar shall take the admission at the commencement of the session and liable to pay the prescribed fee including tuition fee (or lab fee if applicable) for the entire session.
 7. The payment of contingency grant of the Scholarship shall be made to the fellow/scholar on the production of valid and original bills of his expenses incurred in relevant heads/items, duly approved by his guide/supervisor and countersigned by the Head of the Department/School/Institution where he/she studies.
 8. No scholarship shall be paid to fellow/scholar, for a month unless the fellow/scholarship holder has attended the Department/School/Institution, regularly in that month.
 9. The drawal of Scholarship shall be done in accordance with the procedure, that may be laid down by the University.
 10. A Scholarship holder shall not combine any other course of study with the course for which the award is made.
 11. A Scholarship shall be cancelled in the Final Year if the Scholarship holder fails to secure the examination result as prescribed by the University.
 12. If a Scholarship holder is unable to appear at the Previous examination on account of sickness or any other reasonable cause, the scholarship for the period of preparation leave and examination shall be paid only if the Head of the Department/School/Institution, certifies that the scholar diligently studied for the examination, but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the Final Examination, if the scholar passes the

- Previous Examination with the requisite marks in the succeeding year in the first attempt.
13. A Scholarship-holder shall at all times be of good conduct and behavior and observe all rules of discipline.
14. (1) A Scholarship shall be liable to termination if-
- (i) The Scholarship-holder discontinues studies during the middle of a session; or
 - (ii) The scholarship holder, after he has been given a reasonable opportunity to explain his conduct, is in the opinion of the Board of Management guilty of a breach of clause 13 of this Ordinance; and if the Board of Management so directs, the Scholarship-holder shall also be liable to refund the amount of Scholarship drawn by him.
- (2) The order of termination passed by the Board of Management and issued by the Registrar shall be final.
15. No scholar/fellow shall be entailed to receive more than one kind of scholarship/stipend/financial assistant in any form. However, if a candidate is eligible and entitled for more than one scholarship than he is free to opt the scholarship which is more gainful or most suitable to him.

ORDINANCE NO- 8
PROVISION REGARDING DISCIPLINARY ACTION AGAINST
THE STUDENTS AND AWARD OF A DISCIPLINE GRADE

1. All students pursuing a course of studies at the University shall observe a code of conduct as may be laid down by the Governing Body and Academic council of the University and also abide by all the rules and regulations of the University framed and notified from time of time.
2. Any violation of the code of conduct or breach of any rules or regulations of the University by any student shall constitute as act of indiscipline and shall make him liable for disciplinary action against him.
3. The following act, in particular, shall constitute acts of gross indiscipline and any student indulging in any of them, shall render him/herself liable for disciplinary action against him.
 - (a) Disobeying the teacher/officials instructions or misbehaving in the class.
 - (b) Quarrelling or fighting in class rooms/University campus, hostels or in the campus amongst themselves or indulging in any activity which amounts to ragging and or harassment of junior students.
 - (c) Quarrelling or fighting with a University employee or any employee of the University mess/canteen/cafeteria/security or any other public utility functioning in the campus.
 - (d) Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or harass the students, teacher, officers or employee of the University.
 - (e) Visiting socially unacceptable websites, consuming liquor or banned substances like drugs etc.
 - (f) Damage to University property.
 - (g) Indulging in acts of theft, stealing and misappropriating.
 - (h) Any other activity that defames the University and constitutes indiscipline.

Cases as above or any other which constitute indiscipline shall be determined by the University Disciplinary Committee.

4. University Disciplinary Committee (UDC) will be formed by the Vice-Chancellor as under:-

- | | | |
|--------------|----|-----------------------------|
| (a) Chairman | :- | Chief Proctor /Proctor |
| (b) Members | :- | All Head of the Departments |

At least one associate prof. and one Asstt. Prof. nominated by Vice-Chancellor, minimum one female teaching faculty of any rank nominated by Vice-Chancellor.

(c) Member Secretary:- Dean Student Welfare and registrar in his absence
The UDC may seek assistance of wardens, hostel superintendent, security staff and other staff to investigate the cases of indiscipline. This will be Standing Committee to investigate all cases of students indiscipline.

5. Procedure for Enquiry and Punishment

The case (s) of indiscipline shall be processed as given below:

Any case of indiscipline received shall be referred to the University Disciplinary Committee (UDC), which after considering the case on its merit may dispose of depending upon the nature of which, or it may refer the case, within 24 hours of the case referred to it, with its comments to the Vice Chancellor depending upon the quantum of offence.

The Dean (Academic)/Registrar may suspend a student for a period to be decided by them up to a maximum of 30 days for any act of indiscipline of committed in the presence of a faculty member/officer of the University, which is detrimental to the maintenance of a healthy atmosphere and law and order in the campus.

The Vice Chancellor may suspend a student, if the student has committed a breach of discipline or a prima facie case exists against the student, and institute an inquiry by such a committee or inquiry officer as the Vice Chancellor may constitute/appoint for this purpose.

The following punishment may be imposed for Genuine and sufficient reasons:

- (a) Imposition of fine.
- (b) Deduction of marks from the disciplinary group of marks.
- (c) Imposition of fine or putting on conduct probation for specified period or the rest of the stay in the University.
- (d) Warning or imposition of "suspended fine and warning" (a suspended fine becomes operative if the student concerned is found guilty of another act of indiscipline during the remaining period of that session).
- (e) Rustication from the University for a specified period.
- (f) Expulsion from the University.

The following shall be the competent authorities to award various punishments.

- | | |
|---------------------|--|
| (a), (b), (c) & (d) | The Vice Chancellor or the Dean Student Welfare. |
| (e) & (f) | The Vice Chancellor |

Action with regard to punishment in a, b, c & d may be taken after the student has been called by the officer/s concerned and given an opportunity to explain his/her conduct. Action with regard to punishment defined in (e) & (f) shall be imposed after the matter is thoroughly investigated by a committee or an Enquiry Officer appointed by the Vice Chancellor which shall follow the procedure as laid down below.

(g) Procedure for awarding Punishment

- (i) Upon receiving a report from the wardens/faculty members or any respective person regarding an act of indiscipline committed by a student/group of student, the Registrar will order the meeting of UDC.
- (ii) UDC will consider the incident report and hear the plea of alleged offenders and record their statements. The UDC will also consider statements of other relevant persons and may visit the site of occurrence.
- (iii) After the investigation is completed the UDC will submit its report to the Registrar who shall put it up to Vice-Chancellor, through Dean Student Welfare for the decision.
- (iv) In case of serious breach of indiscipline, the students may be put under immediate supervision and sent home. In such cases, they will be asked to report back with their parents on a specific date. This will be done with the approval of the Vice-Chancellor.

6. On the basis of the punishment awarded to the students, computation of yearly discipline grades shall be as under:-

(a) A student shall be guilty of misconduct and breach of discipline if he or she violates any of the provisions of the standing orders issued by the University from time to time. Every student shall get A+ grade in discipline unless he/she is found guilty of misconduct and breach of discipline and violates any of the provisions of the standing orders. The disciplinary grade, will be awarded for each Academic Year, which will be reflected on the Grade Card.

(b) Computation of Yearly Discipline Grades:

- (i) A student shall automatically get A + grade, if no act of indiscipline is recorded against him/her.

(ii) As a guideline for the offences of common nature, disciplinary marks shall be deducted and lower disciplinary grades shall be awarded as mentioned below (The list is not a comprehensive list and each case shall be dealt with on its own merits.)

(a) Simple warning	5%
(e.g. defiance depending upon nature of office order etc.);	
(b) Warning letter on violation of rules	10%
(c) Provoking students to miss a class or for other	10%
Indiscipline activity, Mass Bunk of the Class;	
(d) Disobedience and misbehavior with officials and teacher(s)	20%
(e) Visiting socially unacceptable website or	25%
equivalent act including consumption of	
Alcohol within University premises;	
(f) Stealing a book from Library or Stealing anything	50%
Within University premises	
(g) Damage to University Property	100%
(h) Expulsion from Hostel as a punishment for	
Committing any other misconduct	
	100%
(i) Any activity by the student (s) to defame	100%
University	

The % deduction of marks from the discipline marks shall be cumulative in nature. If the student involved in more than one case indiscipline in one academic year then the total deduction shall be the sum of individual punishment.

(c) Where Competent Authority/ discipline Committees(s) has awarded deduction in term of % of the disciplinary grade, the commensurate grades may be as follows:-

Range of Deduction Of Disciplinary Marks (%)	Grade
0	A+
1 to 20	A
21 to 30	B+
31 to 40	B
41 to 50	C+
51 to 60	C
61 to 80	D

81 to 100

F

(d) Annual computation of discipline grades shall be carried out by a committee comprising Dean (Academics), Professors and Registrar shall be approved by the V.C.

(e) Computation of disciplinary Grades at the end of Programme:

(i) Cases of one time indiscipline shall be reviewed under the following guidelines.

(a) Grades B, B+, A be changed to A+

(b) Grades C, C+, D be changed to A

(c) Grades F be changed to B+

(ii) Cases of more than one time indiscipline

(a) If all awarded grades are B or above, they should be changed B+.

(b) The remaining cases be changed to B.

(iii) Computation of final disciplinary grades shall be carried by a committee comprising Dean (Academics), two professors and Registrar and shall be approved by the V.C.

(f) Revision of Disciplinary Grades:

A student who has once been awarded lower grade because of an act of indiscipline, he/she may file a mercy appeal in the final year of his/her course of study to the Vice Chancellor for review or the grade, provided there is no other act of indiscipline after the first act of indiscipline. This appeal will be considered by a standing committee consisting of the following:

(a) Dean Student Welfare Convener

(b) One Professor to be appointed by V.C. Member, and;

(c) Registrar Member

This committee will examine case(s) on merit and shall make recommendation for the consideration of the Vice Chancellor, who shall approve the recommendations if satisfied.

7. The welfare and discipline of students are two integral parts of a University behaviour. Students behavior and discipline will therefore be assessed and will receive the same attention as the academic work.

The discipline of the students will therefore be closely monitored in the campus, class rooms, laboratories, library, play grounds, mess and canteen and in the hostels in respect of the residing students and outside the campus for both residing and non-

residing students. This will cover general behaviour and discipline and will awarded disciplinary grades.

To maintain the discipline in the University campus, instructions/standing orders of the University are provided to the students at the time of admission which are as under:-

(a) General

- (i) Students of the University must study the Standing Orders carefully and also make themselves familiar with these instructions, pertaining to their academic, co-curricular and other activities.
- (ii) Any amendment/additions to these Standing Orders will be notified through notices displayed on notice boards and circulated in the other usual manners. The plea of ignorance will not be entertained for any breach of orders, enforce from time to time. Therefore, students must see the notices on the Notice Boards/ website/Web Kiosk timely and regularly.
- (iii) The Vice Chancellor shall be the chief executive officer of the University who shall also be overall in-charge of the academic activities including attendance, leave and maintenance of discipline in the University. Any complaint within the jurisdiction of the concerned section will be dealt-with by the Officer in-charge of that section.
- (iv) Vice-Chancellor Registrar overseeing the Administration will deal with the welfare and discipline in the campus including the Hostel and also outside the campus and will ensure maintenance of good conduct. V.C./Registrar will be assisted by all members of the faculty and staff of the University.

(b) Conduct & Behaviour

- (i) Students should be present in their all classes. Also they should carry out all other outdoor and extra-curricular activities assigned to them. Their attendance and leave are governed by the regulations pertaining to them.
- (ii) Students must give their undivided attention to their academic work and must be respectful to their teachers, supervisors and staff.
- (iii) All students must carry I-cards with them at all times. Identity card can be asked to be shown by any competent authority including security guards at the entry gate of the institute as well as mess & Canteen, hostel. I-card is an important document. Loss of I-card may invite fine, monetary fine as decided by the University from time to time.

- (iv) Students must conduct themselves with due decorum in the classes, laboratories, etc. and move in an orderly and disciplined manner. They must conduct themselves in a worthy manner of great traditions.
- (v) Students, who fail to make sufficient progress in their studies and also do not maintain the required attendance in the classes, are liable to be debarred from appearing in the final examination and given Fail grade.
- (vi) If in a particular class/period more than 50% students are absent, it would be regarded as mass absenteeism and an act of indiscipline. Disciplinary action will be taken against the students indulging in mass absention.
- (vii) No student shall disobey any order issued by the University. Students must behave with due decorum towards their fellow students. Girl students must be shown special consideration in this regard. All students & employees must be given respect.
- (viii) Students should not indulge in violence of any kind with fellow students, teaching faculty and employees of the University within or outside the Institute. Violence by any student or group of students will lead to severe disciplinary action.
- (ix) Students are not allowed to become members of outside societies or allowed to join discussion of a political nature or to take part in any political activity without prior permission of the University
- (x) No meeting of the students other than those organized under the aegis of the various recognized students activities shall be organized without the prior permission in writing from the Vice Chancellor.
- (xi) No meeting/function within the University campus to which any outsider is invited, shall be organized nor shall any outsider address the students without the prior permission in writing from the Vice Chancellor.
- (xii) No students shall use unfair means at any of the examinations, tests and attempt or threaten the staff to get undue advantage. Disciplinary action shall be taken against defaulters as per the rules of the University.
- (xiii) Students must pay all fees and other dues on specified dates. If they do not do so, they render themselves liable to penalties as enforce from time to time.
- (xiv) Students must take good care of all University property. Any damage to University property shall be viewed as a gross indiscipline. Such student(s), in addition to facing the disciplinary action, shall have to replace the damaged property and remake it as good and also pay the monetary fine imposed on him. Students must use the furniture and fittings

with due care and must not deface buildings, roads, furniture and fittings etc. in any manner.

(xv) Students must handle the laboratory equipments, instrument and machinery with great care, that they have to use in the course of their work. Any damage or breakage of such equipment etc. due to improper use or negligent handling will have to be made good by the students concerned or the appropriate fine shall be imposed on him/her.

(xvi) Ragging in any form is unlawful and strictly prohibited. Student involved in ragging shall be expelled from the University and FIRs shall be lodged against them. (Supreme Court's Decision)

(xvii) Use of mobile cellular phone inside the Academic, Administrative area, Library, Labs, Toilets, Classrooms is strictly prohibited. Mobile phones must be kept in silent mode and attended to outside the Academic/Administrative block. Use of mobile phone with cameras is strictly prohibited in the Campus. Violation of above will lead to confiscation of the mobile phone and disciplinary action.

(xviii) All the students are required to observe the prescribed uniform/dress code while moving in the Administrative/Academic area including Labs & LRC on working days. Students not wearing the prescribed uniform and dress code may be denied entry to the University as well as liable to impose fine.

(xix) Consumption of liquor or any other intoxicating drug or smoking is strictly prohibited within University Campus, hostel, or outside, the appropriate disciplinary action shall be initiated against offenders and reasonable penalty/punishment shall be imposed.

8. Rules and Regulation for Learning Resource centre(LRC)/Library

- (a) Students must follow the LRC rules for borrowing books. They must show their Identity Cards when asked for. The books must be returned on or before the due date of return of the book.
- (b) Library books should be used with great care. Tearing or folding or cutting of library books or making any mark on them is not permitted and shall lead to disciplinary action. Any defect noticed at the time of borrowing books must be brought to the notice of the Library staff immediately, otherwise the borrower may be required to replace the book by a new copy or pay double the cost of the book.
- (c) In open access LRC, replacement or misplacement of books on the shelves by the readers is not desirable. Readers should leave the book on the table after use.

- (d) LRC cards are non-transferable and they should be kept securely otherwise the borrower shall be held responsible for the books issued against cards.
- (e) Before leaving the LRC, a student should make sure of getting the LRC books properly issued at the counter against the card.
- (f) Personal property or books or other belongings of students must be deposited at the entrance gate the LRC.
- (g) The loss of LRC books or borrowers card must be immediately brought to the notice of the Learning Resource Manager (LRM)/Librarian in writing.
- (h) Polite and courteous behaviour inside the LRC is expected from all the users and silence must be observed inside the reading rooms.
- (i) Rules and Regulation of LRC/library for students, faculties and staff members shall be the same as above.

9. Anti-Ragging Instructions and its Treatment

- (a) Following act(s) done by any student with another student will constitute Ragging by-
 - (i) Criminal Intimidation/Wrongful Restraint.
 - (ii) Mental/Physical/Sexual Abuse.
 - (iii) Verbal Abuse.
 - (iv) Indecent Behaviour.
 - (v) Undermining Human Dignity.
 - (vi) Financial Exploitation/Extortion.
 - (vii) Use of Force in any manner i.e. Direct/Indirect.
 - (viii) Getting any private work done such as assignment or odd errands or any private/personal work.
- (b) Student(s) indulging in ragging can be awarded following punishment:-
 - (i) Expelled from the University.
 - (ii) Banned from the Mess/Hostel.
 - (iii) Withdrawal of his/her Scholarship.
 - (iv) Debarred from the Examination.
 - (v) Denied admission to any other Course/Programme.
 - (vi) FIR lodged with the police and prosecuted for criminal action.
 - (vii) Other punishment as recommended by the University Disciplinary Committee and approved by the Vice-Chancellor.

ORDINANCE NO- 9**Payments/Remuneration For Examination Work**

1. The rates of remuneration for all purposes for paper-setters/examiners/ staff shall be as per decision of Board of Management and duly approved by the finance committee of University.
2. The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University. However, the University shall prepare a list of tentative expense limit on various heads which shall be prepared in consultation with a committee consisting of Vice-Chancellor, Registrar, Chief Finance & Account Officer, Controller of Examination, any one Dean and duly approved by the finance committee.
3. In case of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-Chancellor from time to time.
4. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of Vice-Chancellor, Registrar, Chief Finance & Account Officer, Controller of Examination, any one or all the Deans of the faculty. The decision of the committee shall be final and such decision shall be reported to the next meeting of Board of Management, Finance Committee, or any other committee relevant to it.

ORDINANCE No. 10**Residence of Student**

The University Premises has Hostel facility for students. The Condition for providing residence facility are as under: -

GENERAL

1. These rules may be called the rules for Hostels of the AKS University, Satna (M.P.).
2. These rules shall be applicable to all the Hostels of the University

ADMISSION

3. Application for admission to hostel shall be made on the prescribed form to be obtained from hostel office/office of the DSW on payment of fees as prescribed. The application form filled should reach hostel/DSW office before the prescribed date.
4. Incomplete or wrongly filled application forms shall not be considered.
5. Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.
6. After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.
7. Old hostellers seeking readmission must also apply for admission ensuring clearance of No Dues of previous year (if any), then deposit their readmission dues.
8. No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.
9. The parents of the students shall submit a pass-port size coloured photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester/admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
10. No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in other course in the university his/her admission in the hostel shall be considered afresh.
11. Initially a bonafide student may be considered for admission for one session only and incase of unsatisfactory conduct shall not be considered for next session.
12. Hostel rooms shall have to be vacated during summer vacation and the end of the examination. In exceptional cases for valid reasons, student may be permitted to stay on payment of special charges to be decided by the Hostel Management Committee.
13. Students shall not be allowed to keep any furniture or restricted articles, other than those provided by the University in the rooms of his/her Hostel, without prior permission of the warden.

14. Music systems/radio/T.V. are not allowed in the rooms, however it may be permitted with earphone attachment.
15. Every student shall safeguard the property of hostel including the room furniture, fans, fitting & fixtures, almirah etc as well as the equipment provided in common room and utensils in the mess. In case of any damage to the hostel property shall subject to the impose of penalty to the individual students or group of students or whole students of hostel as well as it shall invite the disciplinary proceeding against the students also.
16. None of the students shall sub-let the room of the hostel to any body.
17. Every hosteller student shall follow and obey the every instructions issued by their warden, chief warden, proctor, DSW and any other higher authority of the University from time to time along with the observance of the general rules and instruction of the Hostels
18. Students shall cooperate in keeping the Hostels and their surroundings clean by not disposing of garbage and waste materials here and there but to keep in dustbins at designated places.
19. Hostellers shall be responsible for the security of their own property. They must not leave their room/box unlocked in their absence. Luxurious and valuable items are strongly discouraged and the University Administration/ Hostel management is not responsible for the any kind of loss, damage or theft of such items and no extra care (security/safety) shall be provided with respect to such belongings.
20. In case of any emergency and/or during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Ayah/Chowkidar/security guard of the hostel.
21. Generally the parents and local guardian of the student shall be allowed to meet them ones in a week specially on holidays during the day time generally upto 7: 00 pm. No parents are allowed to stay with student in his/her room. The outsiders parents are only allowed to stay in the hostel with the permission of the warden in the hostel guest room or in the guest houses of the university with the payment of prescribed charges.
22. The local guardian/parents of the girl hostellers may meet/ contact the girl student only after taking the prior permission of the warden. The girl students are discouraged to stay in the house of local guardian except in emergency.
23. Cooking is strictly prohibited in the hostel.

HOSTEL FEES/ ACCOMMODATION FEE, MESS FEE & OTHER CHARGES

24. A student desirous of seeking accommodation in a hostel of the University shall pay the hostel admission fee, accommodation fee, mess fee, establishment fee, maintenance fee, safety and security fee etc. as prescribed by the University from time to time and also shall be liable to pay the various kinds of fines to be imposed upon him from time to time as decided by the hostel management committee/ chief warden/ warden or by the University authority.
25. Hostellers shall pay a monthly accommodation Fee/charges as prescribed by the University for the term for which they have been admitted or readmitted. In addition to the above every student readmitted shall pay admission fee. In case students shall not deposit his/her hostel fee, mess fee and all other fee related with hostel within specified date then such student shall be charged late fee as decided by hostel management. A student, if admitted after beginning of the session, shall pay the all concerned hostel fee (Hostel Fee, Security deposit/ Hostel caution money, establishment fee, maintenance fee etc.) for the one academic session/ semester. However student shall be liable to pay whole month mess fee irrespective of the date of admission in a month.
26. Every students admitted or readmitted to the hostel shall pay caution money refundable at the time of leaving the hostel on completion of the course/degree.
27. In case, the study course is not completed within the stipulated period and the hosteller is required to extend his/her stay in the hostel for completing the course he/she may be allowed to continue his/her stay in the hostel on the recommendation of the Head of Department/ School/ Centre/ Institute and concerned warden with payment of hostel in multiples of a semester. This facility however shall not be provided to the students who are required to prolong their stay on account of repeat examination/special examination or because of any other reason.

CANTEEN

28. The facility of mess /canteen shall be provided by the University on payment basis:
29. Every hosteller shall be required to pay monthly mess charges in advance as notified by the Hostel Committee.

HOSTEL ROOM AND ALLOTMENT

30. The following priority is fixed for providing accommodation in the University Hostel.
 - (a) Undergraduate and Research scholar Boys/girls and whose parents are residing in rural areas or outside Satna city and students belonging to economically weaker sections of the society shall be given preference over other boys/girls.

- (b) Physically Handicapped Students.
- (c) SCs / STs / OBCs Students.
- (d) Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others.
- (e) Local students (staying within 20 kilometers from the campus) and married students shall not be allowed due to space limitation in the hostel.
- (f) All Hostel students residing in the hostel shall be required to submit an undertaking as per Proforma approved by Dean Student welfare.

ATTENDANCE

- 31. Attendance shall be taken in hostel every evening at an appointed time. Absence without prior information to warden, at the time of attendance is an offense. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register. The roll call hours will be as follows-
- 32. Attendance time for girls during summer -19: 00 h and for winter 18:00 h.
- 33. Attendance time for boys - 21: 00 h
- 34. No student either girls or boys shall be allowed to leave the hostel or to stay in night outside the hostel with out prior permission of the warden.

HOSTEL MANAGEMENT COMMITTEES

- 35. There shall be Hostel Management Committee, Standing committee for Hostellers Discipline and a Hostel Committee appointed by the Vice-Chancellor for the help of the warden for smooth running of the hostel. The term of the committee shall be one year, which may be extended by the Vice- Chancellor for another year.

(a) Hostel Management Committee

The committee shall comprise:

- | | |
|---|------------|
| (i) Dean Student Welfare- | - Chairman |
| (ii) Chief Wardens and all Wardens | - Member |
| (iii) One Student's representative from each Hostel | - Member |
| (iv) One Dean nominated by the Chancellor | - Member |
| (v) One Expert from outside of the University nominated by the Chancellor | - Member |

(b) Hostel Disciplinary Committee

There shall be a Hostel Disciplinary Committee to deal with students indiscipline and misconduct defined in the Hostel ordinance:

- | | |
|--|------------|
| (i) Dean Student Welfare- | - Chairman |
| (ii) One Dean nominated by the Vice-Chancellor | - Member |
| (iii) Warden of concerned hostel | - Member |

- | | |
|-------------------------------------|----------|
| (iv) Warden of the any other hostel | - Member |
| (v) Chief Proctor | - Member |

(c) Hostel Committees

There shall be a Hostel Committee in every hostel nominated /elected by the warden with the consent of hostellers for smooth running of day-to-day affairs of the hostel. The Committee shall consist of the following-

- | | |
|--|------------|
| (i) Hostel Warden | - Chairman |
| (ii) One hostel student representative approx, for 20-25 | - Member |
| (iii) One hostel Prefect and one-Associate Prefect for various functions like food, health and extracurricular activities. | - Member |

MISCONDUCT & INDISCIPLINE

36. None of the students are allowed in any kind or any form of the ragging to other students. In case if any student is found to be guilty of the same he shall be liable to immediate expulsion or rustication from the University or prosecuted under the suitable provisions by the court of law.
37. None of the students shall be allowed to differentiate to other student on the basis of cast, race, sex, religion, culture, community etc.
38. None of the students are allowed to participate in any kind of unsocial, illegal and unethical act. Every student shall be fully responsible to maintain good and healthy relationship with every student residing in the hostel and in University
39. Every student shall pay the proper respect to every teacher, employee and staff of the University.
40. Every student shall develop the cordial and harmonious relationship with the nearby residents and villagers wherever they live.
41. Every student as far as possible shall participate in social and charity activities organized by the University from time to time.
42. Every student shall pay the all kinds of fee and fine (if any, imposed on him) within time and regularly.
43. Gambling of any kind and use of liquor/drugs and smoking etc. is strictly prohibited in the hostel and campus.
44. Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.
45. Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.
46. No hosteller shall be allowed to change the room allotted in the hostel without prior permission of the warden. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.

47. Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule. However, this rule is not applicable for those rooms in which separate electricity meter as a sub meter is installed.
48. Hostellers are strictly prohibited to keep firearms or weapons with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers.
49. In exigencies all hostellers shall vacate their rooms at given order/time by the Vice-Chancellor/Registrar for any reason whatsoever and hand over the keys and charges of their rooms to the warden, failing which warden shall be authorized to break and open the locked room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.
50. Hostellers shall not give shelter to any outsider, anyone found guilty on this account shall be severely punished including immediate removal from the hostel and may deny in future for re-admission in the hostel.
51. No meeting shall be held in the hostel premises without the prior permission of the warden.
52. No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S.W/Registrar/V.C.
53. Hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.

Note: For notification or communication to the hostellers a notice by the warden on the hostel Notice Board shall be considered adequate. Hostellers should watch the Notice Board regularly and follow general or specific instructions given from time to time. For matters common to all, the hostellers or students, the display shall be on the Notice Board of the Dean of Students Welfare Hostel Office. No separate notice would be sent to them.

DISCIPLINARY ACTION

54. Every hosteller shall maintain a high standard of discipline and moral conduct, have respect for the tradition and culture of the University and behave in a dignified manner within and outside the hostel. They should do nothing which may cause noise, disturbance or distraction in studies of other students or they may not act in such a manner which shall be deemed irregular in any way.
55. The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishment, warnings etc. While the register will have one page for one student for noting misconduct, it should have another page to note down good conducts/acts in the nature of Good Samaritan.
56. Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto stand expelled from the hostel/university.

57. Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of Hostel Disciplinary Committee for taking appropriate action.
58. Depending upon the gravity of the misconduct committed by the hosteller, matter can be brought to the notice of the Chief Proctor or Registrar or Vice-Chancellor who may pass order in writing for taking appropriate action.
59. In case the situation in the hostel deteriorates to a level that requires protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the Hostel vacated by the Hostellers. Such action taken however shall be brought to the notice of the Registrar/Vice-Chancellor in writing.
60. Any hosteller found guilty of damaging, breaking any property of the hostel or of any other student then he shall be liable to pay the recovery of the same which shall include the actual cost of damage/ breakage as recorded in the University/hostel books of account plus appropriate amount of extra fine imposed on him either to be charged by individual student or group of student or collectively on entire student of a hostel as the case may be.
61. Any hosteller found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined ordinarily up to Rs, 1000/- and/or instant removal or expulsion or rustication from the hostel/university.
62. No student shall be permitted to appeal against the decision of the warden to any authority other than Hostel Management Committee. If the appeal is against the decision of the Hostel Management committee, it should be made to the Vice-Chancellor.
63. Notwithstanding anything stated in this Ordinance and not covered by this Ordinance, the general rules and regulation with respects to the hostel, student and the University shall be applicable along with the instructions issued by the compitent authority of the University in this behalf from time to time.
64. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of hostel and/or disciplinary Committee. The decision of the Vice- chancellor shall be final.

ORDINANCE NO. 11**THE ORDINANCE FOR THE AWARD OF BACHELOR DEGREE IN
ENGINEERING & TECHNOLOGY AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : **Bachelor of Technology (B.Tech.)**
2. **Name of Faculty** : (A) Faculty of Engineering & Technology
(B) Faculty of Agriculture Science & Technology
(C) Faculty of Life Science & Technology
3. **(A) Course Name** : **B.Tech. (Regular) Full Time**
- (i) **Duration of the Course** : Four years (Eight semesters)- for Regular Course
- (ii) **Eligibility For Admission** : (A) **For B.Tech (1st semester/ 1st year) (Regular)**

Candidate who have passed duly recognized following examination:-

- i. Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

- ii. H.S.C. Vocational Examination by any recognized Central/State Board

Or

- iii. Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

- iv. Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

- v. Minimum 3 years diploma after 10th or minimum 2 years Diploma after 10+2, recognized by AICTE or any State Board of Technical Education.

Or

- vi. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

- vii. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

- viii. Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination. Subject to the condition that requirement of minimum obtained % shall be as per the norms of AICTE or other relevant regulatory bodies. They should have Passed in all subjects and should have following combination of subjects with respect to relevant branches/discipline of Engineering & Technology as specified by the regulatory authorities-.

Course	Combination of Subjects
B.Tech/ B.Tech (Hons.)	Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ 10+2 with Agriculture Stream or suitable combination of subjects.

**B. Lateral Entry for B.Tech (IIIrd semester/ IInd year)
(Regular)**

- i. A candidate who has qualified the polytechnic diploma course with at least 45% (40% for reserved categories) or B.E/ B.Tech.- Ist year in related branch of engineering or

B.Sc.-03 years degree course with Physics, Chemistry and Mathematics with 45% (40% for reserved categories) from any recognized University, Technical Board or equivalent shall also be eligible for admission to B.Tech.-IInd year through lateral entry process.

- ii. Minimum qualification for direct admission to second year B.Tech. regular course termed as lateral entry with required number of students shall be as per the prevalent norms of the AICTE/Govt. of India/ ICAR/ Government of Madhya Pradesh and other relevant regulatory authority.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with required percentage of marks or equivalent grade.

3. (B) Course Name : B.Tech (Part Time)

(i) Duration of Course: Eight semesters (Four Years)

(ii) Eligibility for Admission of B.Tech. (Part Time) :-

Diploma in relevant discipline/field/ programme from AICTE/ICAR/ approved institutions and duly recognized by concerned State/ Central Board of Technical Education with minimum of Two years full time work experience in a registered firm/ company/ industry/ educational and/ Government, autonomous organizations in the relevant field in which admission is sought. However there is no requirement of minimum of 45% marks.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt, of India and/or State Government.

5. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination

consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the ICAR/AICTE/UGC/other relevant Regulatory Bodies from time to time.

6. Branch Distribution : Admission to the particular branch of study shall be as decided by the University on the basis of counseling/ personal interview

7. Option for B.Tech (Hons.): Student can opt for B.Tech (Honours) at the end of fourth semester of B.Tech programme subject to satisfying the conditions prescribed by the Academic council from time to time.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : The Course structure of B.Tech (Regular) and (Part-Time) shall be as per the recommendation of the concerned Board of studies of the faculty of the University/ICAR duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the B.Tech. Degree

A student shall be declared to be eligible for award of the B.Tech. degree if he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) no disciplinary action is pending against him/her.

Eligibility for Award of the B.Tech (Hons.) Degree

In addition to the conditions prescribed for passing (as above), the B.Tech. (Honours) students must maintain an average of 6.0 or 60% in aggregate overall and acquire stipulated additional credits in addition to minimum required credits for award of B.Tech. Degree as stipulated in regulations. Otherwise, they will be awarded only B.Tech. degree.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Tech. Degree ordinarily within a maximum period of -

(a) who took Direct admission in the First semester- within Eight years

(b) who took lateral entry admission in the 3rd semester (IInd year) - within 7 years

(c) Who took admission into part time course- within 8 years from the session of their first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction

i.) The admission to all kinds & mode of B.Tech. Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/ICAR/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/ICAR/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the Faculty of Engineering and Technology, Degree of B.Tech. shall include the Branches/Discipline of Civil, Construction Technology & Management, Environmental Engineering & Pollution Control, Public Health Engineering, Heavy

Engineering, Mechanical, Manufacturing Technology, Industrial Engineering & Management, Electrical, Power Engineering, Energy Engineering, Electronics & Communication Engineering, Tele Communication Engineering, Information Technology, Computer Science & Engineering, Cement & Ceramic Technology, & B.Tech. Cosmetic Technology, Food Technology & Biotechnology shall run under Faculty of Life Science & Technology and B.Tech. Agriculture Engineering shall run under Faculty of Agriculture Science and Technology.

The list of various Branches/specializations of B.Tech. course shall include the current courses/programme as well as proposed in future. However, all the B.Tech. programmes with various Branches/specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Engineering and Technology, Faculty of Life Science & Technology and Faculty of Agriculture Science and Technology recommended by the concerned Board of Studies/ICAR and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of B.Tech. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Bachelor degree programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all (B.Tech.) Regular & Part Time Programmes in Engineering & Technology and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 12**THE ORDINANCE FOR THE AWARD OF BACHELOR DEGREE IN PHARMACY
AND RELATED/ALLIED STREAMS**

1. Title of the Degree : Bachelor of Pharmacy (B.Pharm.)
2. Name of Faculty : Faculty of Pharmaceutical Science & Technology
3. (A) Course Name : B.Pharm. (Regular) Full Time

(i) Duration of the Course : Four years (Eight semesters)- for Regular Course

(ii) Eligibility For Admission : (A) For B.Pharm. (Ist semester/ Ist year) (Regular)

Candidate who have passed duly recognized following examination:-

- i. Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

- ii. H.S.C. Vocational Examination by any recognized Central/State Board

Or

- iii. Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

- iv. Minimum 3 years diploma after 10th or minimum 2 years Diploma after 10+2, recognized by AICTE or any State Board of Technical Education.

Or

- v. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

- vi. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

- vii. Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or Equivalent grade in their qualifying examination. Subject to the condition that requirement of minimum obtained % shall be as per the norms of AICTE or other relevant regulatory bodies. They should have Passed in all subjects and should have following combination.

Course	Combination of Subjects
B.Pharm.	Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ Physics, Chemistry, Computer Science or any other suitable combination of subjects

C. Lateral Entry for B.Pharm. (IIIrd semester/ IIInd year)-regular

- Minimum qualification for admission to second year of B. Pharma. shall be Diploma in Pharmacy with 45% (40% for reserved categories) with minimum two year duration after 10+2 or three years duration after 10th marks or relevant higher qualification in aggregate from any recognized University, Technical Education Board, Institutes or equivalent shall also be eligible for admission to B.Pharm. -IIInd year through lateral entry process.
- Minimum qualification for direct admission to second year B.Pharm. regular course termed as lateral entry with

required number of students shall be as per the prevalent norms of the PCI/AICTE/UGC/Govt. of India/ Government of Madhya Pradesh and other relevant regulatory authority.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

3. (B) Course Name : B.Pharm. (Part Time)

(i) Duration of Course: Eight Semesters (Four Years)

(ii) Eligibility for Admission of B.Pharm. (Part Time) :-

Diploma in relevant discipline/field/ programme from AICTE and PCI approved institutions and duly recognized by concerned State/ Central Board of Technical Education with minimum of Two years full time work experience in a registered firm/ company/ industry/ educational and/ Government, autonomous organizations in the relevant field in which admission is sought. However there is no requirement of minimum of 45% marks.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure

The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/ Board/University/other Professional Bodies/ Organizations or any other mode as decided by the PCI/AICTE/UGC/other relevant Regulatory Bodies from time to time.

- 6. Branch Distribution** : Admission to the particular branch of study shall be as decided by the University the basis of counseling/ personal interview
- 7. Option for B.Pharm (Hons.):** Student can opt for B.Pharm. (Honours) at the end of fourth semester of B.Pharm. programme subject to satisfying the conditions prescribed by the Academic council from time to time.
- 8. Intake** : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.
- 9. Academic cycle/ year** : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 10. Course Structure** : The Course structure of B.Pharm. (Regular) and (Part time) shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 11. Medium of Instruction And Examination** : The medium of instruction and examination shall be English throughout the course of study.
- 12. Examination** : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
- b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 13. Eligibility for Degree** : **Eligibility for Award of the B.Pharm. Degree**
- A student shall be declared to be eligible for award of the degree if he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) no disciplinary action is pending against him/her.

Eligibility for Award of the B.Pharm. (Hons.) Degree

In addition to the conditions prescribed for passing (as above), the B.Pharm. (Honours) students must maintain an average of 6.0 or 60% in aggregate overall and acquire stipulated additional credits in addition to minimum required credits for award of B.Pharm. Degree as stipulated in regulations. Otherwise, they will be awarded only B.Pharm. degree.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Pharm. Degree ordinarily within a maximum period of -

(a) who took Direct admission in the First semester- within 8 years

(b) who took lateral entry admission in the 3rd semester (IInd year) - within 7 years

(c) Who took admission into part time course- within 8 years

from the session of their first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction

i.) The admission to all kinds & modes of B.Pharm. Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/PCI relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/PCI relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The Degree of B.Pharm. in the Faculty of Pharmaceutical Science & Technology, shall include the Branches/Discipline/Streams in Allopath, Ayurveda, Homeopathy, Unani and other sphere of medicines and Medical Science.

The various Specializations of B.Pharm. (Hons.) courses shall include Pharmaceutics, Pharmaceutical Technology, Industrial Pharmacy, Pharmaceutical Chemistry, Medicinal Chemistry, Quality Assurance, Pharmacology, Pharmacognosy & Phytochemistry, Pharmaceutical Biotechnology, Pharmaceutical Analysis, Hospital pharmacy, Clinical research/ Clinical pharmacy, Pharmaceutical management/ Pharma

MBA, Pharmaceutical administration, Pharmaceutical marketing, Drug Regulatory Affairs, Pharmacy Practice, Herbal drug technology, General pharmacy, Phytopharmacy & Phytomedicine, Biopharmaceutics etc. in the current courses/programmes as well as proposed in future. However, all the B.Pharm./B.Pharm.(Hons.) programmes with various Branches/Streams/specializations at present & in future shall run and governed through this ordinance.

The above course shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Pharmaceutical Science & Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of Bachelor degree level in the sphere of Pharmacy of can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Bachelor degree programmes with various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all (B.Pharm.) Regular & Part time programmes in Pharmacy and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 13**THE ORDINANCE FOR THE AWARD OF FOUR YEARS BACHELOR DEGREE IN AGRICULTURE SCIENCE & TECHNOLOGY AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Bachelor of Science in Agriculture B.Sc.-Ag/B.Sc-Ag (Hons.)
2. **Name of Faculty** : Faculty of Agriculture Science & Technology
3. **Duration of the Course** : Four Years (Eight semesters)
4. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

Candidate with Agriculture Stream/Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ Physics, Chemistry, Computer Science or any other suitable combination of subjects should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies mainly ICAR.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure

: The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies mainly ICAR from time to time.

7. Branch/Specialization Distribution:

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake

: The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body mainly ICAR.

- 9. Academic cycle/ year** : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 10. Course Structure** : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council following the norms of ICAR.
- 11. Medium of Instruction And Examination** : The medium of instruction and examination shall be English and Hindi
- 12. Examination** : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
- b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 13. Eligibility for Degree** : **Eligibility for Award of the B.Sc.-Ag (Hons.)**
- A student shall be declared to be eligible for award of the degree if he/ she has:
- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work/Training, Industrial Visit, Educational Tour, Extension Science, Project Work/Dissertation or Thesis and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

Eligibility for Award of the B.Sc.-Ag (Hons.) Degree

In addition to the conditions prescribed for passing (as above), the B.Sc.-Ag (Honours) students must maintain an average of 6.0 or 60% in aggregate overall and acquire stipulated additional credits in addition to minimum required credits for award of B.Sc.-Ag Degree as stipulated in regulations. Otherwise, they will be awarded only B.Sc.-Ag degree.

14. Attendance Requirement : A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Sc.-Ag (Hons.) Degree ordinarily within a maximum period of Eight year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction

: i.) The admission to the B.Sc.-Ag (Hons.) Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of

UGC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the Faculty of Agriculture Science & Technology, Degree of B.Sc.-Ag (Hons.) shall include the Branches/Specialization of Agronomy, Agriculture Economics, Horticulture, Entomology, Agriculture Extension, Plant Breeding & Genetics, Plant Pathology, Plant Psychology, Soil Science, Seed Science & Technology, Agriculture Biotechnology, Agriculture Engineering, Floriculture etc.

The list of various Branches/specializations of B.Sc.-Ag (Hons.) course shall include the current courses/programme as well as proposed in future. However, the graduate degree programmes/Courses in Agriculture/Agriculture related/allied streams like, B.Sc.(Horticulture), B.Sc. (Floriculture), B.Sc. (Food Technology), B.Sc. (Agriculture Biotechnology), B.Sc. (Sericulture) etc. and B.Sc.(Ag)/B.Sc.-Ag (Hons.) Programmes with their various Honours Courses shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Agriculture Science & Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of B.Sc.-Ag (Hons.) / B.Sc.(Ag) / B.Sc.(Horticulture) / B.Sc. (Floriculture)/ B.Sc. (Food Technology)/ B.Sc. (Agriculture Biotechnology)/ B.Sc. (Sericulture) and others can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the

concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.

20. The University shall also offer more number of Four Year Bachelor degree programmes with various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all four years Bachelor Degree (B.Sc.) in Agriculture Science and Agriculture related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 14**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE
IN COMPUTER APPLICATION & INFORMATION TECHNOLOGY
AND RELATED/ALLIED STREAMS**

1. **Title of the Degree :** (i) Bachelor of Computer Application (BCA) /BCA (Hons.)
(ii) Bachelor of Science (Information Technology) B.Sc.(IT)-
Hons.
(iii) Bachelor of Animation & Multimedia (B.A.M)
2. **Name of Faculty :** Faculty of Computer Application & Information Technology
3. **Duration of the Course :** Three years (Six semesters)
4. **Eligibility For Admission :** Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination
(London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

a.) For BCA (Hons.) and B.Sc.-IT (Hons.), candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination.

b.) For BCA and BAM, Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure

: The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Course/Specialization Distribution :

Admission to the particular Course/branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure of each programme, shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the BCA(Hons.), B.Sc.-IT(Hons.), BCA and BAM

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure &

Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time;

c.) earned the specified credits in all the categories of subjects;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall for BCA and BAM and minimum CGPA of 5.0 or 50% in aggregate overall for BCA (Hons.), B.Sc.-IT (Hons.). However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BCA (Hons.)/ B.Sc.-IT(Hons.)/ BCA/BAM Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to the BCA (Hons.), B.Sc.-IT(Hons.), BCA and BAM Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of

UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the Faculty of Computer Application & Information Technology, Degree of BCA (Hons.) and B.Sc.-IT(Hons.) shall include the Branches/Discipline of Computer Application, Software Developing, Profession Based Software Developing, Internet Programming, Automation, Networking, Web Designing & Developing, Web casting, Information Security, Multimedia, Animation, e-Commerce, Computer Graphics & Designing, Artificial Intelligence, Software testing & Quality Assurance, Satellite & Mobile Communication Network etc.

The list of various Branches/specializations of BCA (Hons.) and B.Sc.-IT(Hons.) course shall include the current courses/programme as well as proposed in future. However, all the BCA(Hons.) & B.Sc.-IT(Hons.) programmes with various Branches/specializations and BCA & BAM, at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Computer Application & Information Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of Bachelor degree with various titles, in Computer Application and Information Technology, can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.

20. The University shall also offer more number of three years Bachelor degree programmes with the various Specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to BCA (Hons.), B.Sc.-IT(Hons.), BCA, BAM and all other three years Bachelor Degree in Computer Application & Information Technology and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 15**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN
BUSINESS ADMINISTRATION AND MANAGEMENT RELATED/ALLIED
STREAMS**

1. **Title of the Degree** : Bachelor of Business Administration (BBA)/ BBA (Hons.)
2. **Name of Faculty** : Faculty of Management Studies
3. **Duration of the Course** : Three years (Six semesters)
4. **Eligibility For Admission:** Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government,

And

a.) For BBA (Hons.), candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination.

b.) For BBA, Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with required percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Branch/Specialization Distribution:

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

- 9. Academic cycle/ year :** There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 10. Course Structure :** Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 11. Medium of Instruction And Examination :** The medium of instruction and examination shall be English and Hindi
- 12. Examination :**
- a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
 - b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 13. Eligibility for Degree :** Eligibility for Award of the BBA (Hons.)/BBA
- A student shall be declared to be eligible for award of the degree if, he/ she has:
- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable.
 - b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
 - c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a CGPA of 4.5 or minimum 45% in aggregate overall for BBA and CGPA of 5.0 or minimum 50% in aggregate overall for BBA Honours. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BBA (Hons.)/ BBA Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

- 16. General Instruction :**
- i.) The admission to the BBA (Hons.)/ BBA Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of

Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the Faculty of Management Studies, Degree of BBA (Hons.)/ BBA shall include the Branches/Specialization of Marketing, Human Resources, Finance, Rural Management, Hospital Management, Tourism Management, Retail Management, International Business, Information Technology, Agri Business Management, Service Sector Management, Event Management etc.
The list of various Branches/specializations of BBA (Hons.)/ BBA course shall include the current courses/programme as well as proposed in future. However, all the BBA (Hons.)/ BBA programmes with various Branches/specializations at present & in future shall run and governed through this ordinance.
The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.
18. These programmes are offered by the Faculty of Management Studies recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of BBA (Hons.)/ BBA can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles which, shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Three years Bachelor Degree (BBA(Hons.)/ BBA) in Business Administration & Management and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 16**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN
BASIC SCIENCES, APPLIED SCIENCE, NATURAL SCIENCE, LIFE SCIENCE &
BIO-SCIENCES AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Bachelor of Science (B.Sc.)/B.Sc. (Hons.)
2. **Name of Faculty** : (A) Faculty of Life Science & Technology,
(B) Faculty of Basic Science
3. **Duration of the Course** : Three years (Six semesters)
4. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

a.) For B.Sc. (Hons.) courses, candidate pass 10+2 with the science stream, Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ Physics, Chemistry, Computer Science or any other suitable combination of subjects for the specified course, should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination.

b.) For B.Sc. courses, candidates pass 10+2 with the science stream, Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ Physics, Chemistry, Computer Science or any other suitable combination of subjects for the specified course, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Course/Specialization Distribution :

Admission to the particular Course/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the B.Sc. (Hons.) and B.Sc. Degree

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes; Including Seminars, Workshops, Presentations, Group Discussion, Field Work,

Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured minimum CGPA of 4.5 or 45% in aggregate overall for B.Sc. and minimum CGPA of 5.0 or 50% in aggregate overall for B.Sc.(Hons.). However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Sc. and B.Sc. (Hons.) Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to the B.Sc. and B.Sc. (Hons.) Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the “Faculty of Life Science & Technology” and “Faculty of Basic Science”, Degree of B.Sc. (Hons.) and B.Sc. shall include the Areas/Branches/Discipline of Basic Science, Applied Science, Natural Science, Life Science and Bio-Sciences and its specializations in the field of Biotechnology, Micro-Biology, Cell Biology, Genetics, Bioinformatics, Bio-Chemistry, Medicinal Chemistry, Pharmaceutical Chemistry, Industrial Chemistry, Applied Physics, Engineering Physics, Astro-Physics, Astronomy, Electronics, Space Physics, Geo Tech., Geo-informatics, Numerical Analysis, Mathematics, Statistics, Physics, Chemistry, Computer Science, Geography, Botany, Zoology, Environment Science, etc.

The list of various Branches/specializations of B.Sc. (Hons.) course shall include the current courses/programme as well as proposed in future. However, all the B.Sc. (Hons.) and B.Sc. programmes with various Branches/specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Life Science & Technology and Faculty of Basic Science recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of B.Sc. (Hons.) and B.Sc. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the

recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.

20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Three years Bachelor Degree (B.Sc.) in Basic Science, Applied Science, Natural Science, Life Science, Bio-Sciences and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 17**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN
COMMERCE, FINANCE; APPLIED ECONOMICS AND RELATED/ALLIED
STREAMS**

1. **Title of the Degree** : (i) Bachelor of Commerce (B.Com)/ B.Com (Hons.)

(ii) Bachelor of Business Economics (B.B.E.)

2. **Name of Faculty** : Faculty of Commerce & Financial Studies

3. **Duration of the Course** : Three years (Six semesters)

4. **Eligibility For Admission:** Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

a.) For B.Com (Hons.), candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination.

b.) For B.Com and BBE, Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Branch/Specialization Distribution :

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

- 9. Academic cycle/ year** : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 10. Course Structure** : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 11. Medium of Instruction And Examination** : The medium of instruction and examination shall be English and Hindi
- 12. Examination** : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
- b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 13. Eligibility for Degree** : Eligibility for Award of the B.Com. (Hons.), B.Com and BBE
- A student shall be declared to be eligible for award of the degree if, he/ she has:
- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall for B.Com/BBE and minimum CGPA of 5.0 or 50% in aggregate overall for B.Com. Honours Courses However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Com. (Hons.), B.Com and BBE Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to the B.Com. (Hons.), B.Com and BBE Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific

courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the Faculty of Commerce & Financial Studies, Degree of B.Com. (Hons.) and B.Com shall include the Branches/Specialization of Accounting & Finance, Tax Procedure & Practice, Economics & Management, Computer Application & e-Commerce, Banking & Insurance, Business Ethics & Business Law, Corporate Administration & Secretarial Practice, Applied Economics, Financial Management, Marketing Management, Human Resources Management, Financial Analysis & Control, Investment & Security Analysis, Portfolio Management etc.

The list of various Branches/specializations of B.Com.(Hons.), B.Com and BBE course shall include the current courses/programme as well as proposed in future. However, all B.Com. (Hons.), B.Com and BBE and other Bachelor Courses/ programmes like Bachelor of Finance & Investment Analysis (BFIA), Bachelor of Corporate Administration (B.Corpo.Admin.), Bachelor of Secretarial Practice (BSP) etc. with various Branches/specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Commerce & Financial Studies recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of B.Com. (Hons.), B.Com and BBE can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles which shall run under this ordinance on the

recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.

21. This Ordinance shall be applicable to all Three years Bachelor Degree (B.Com. (Hons.), B.Com and BBE) and others as mentioned above in this ordinance, in the area of Commerce & Finance and related/allied stream including Honours courses, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 18**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN FASHION DESIGNING AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Bachelor of Fashion Designing (BFD)
2. **Name of Faculty** : Faculty of Fine Arts and Design
3. **Duration of the Course** : Three years (Six semesters)
4. **Eligibility For Admission:** Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Branch/Specialization Distribution :

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the BFD

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per

recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BFD Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to the BFD Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The Degree of BFD, in the Faculty of Fine Arts and Design, shall include the subjects of various branches/specializations/discipline/areas of Costume Designing, Ornaments & Jewellery Designing, Interior Designing, Garments Designing, Fabrication, Leather

Designing, Footwear Designing, Apparel Design, Entrepreneurship, manufacturing & Production Process, Technology Management, Quality Assurance, Quality Control, Total Quality Management, Marketing Management, Human Resource Management, Public Relations & Advertising, Packaging, Financial Management and various other aspects of Fashion & management etc.

The above course shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. This programmes is offered by the Faculty of Fine Arts and Design recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of BFD can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to BFD & all others Three years Bachelor Degree in specialized streams of Fashion Designing & Technology, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 19**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN
ARTS & HUMANITIES AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Bachelor of Arts (BA)
2. **Name of Faculty** : Faculty of Social Science and Humanities
3. **Duration of the Course** : Three years (Six semesters)
4. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Branch/Specialization Distribution :

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the BA

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per

recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BA Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :

- i.) The admission to the BA Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The Degree of Bachelor of Arts (BA), in the Faculty of Humanities and Social Sciences, shall include the subjects of various branches/specializations/discipline/areas of History, Sociology, Psychology, Philosophy, Geography, Political Science,

Economics, Public Administration, Hindi, English, Sanskrit, Home Science, Physical Education, Maths, Statistics, Computer Application, Management, Commerce, Social Work, Rural Development, Criminology, Music, Drawing, Journalism, Mass Communication, Entrepreneurship, Opetarion Research, Public Relations & Advertising etc.

The above course shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Social Science & Humanities, recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of BA can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to BA & all others Three years Bachelor Degree Courses/Programme in Social Science & Humanities, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 20**THE ORDINANCE FOR THE AWARD OF THREE YEARS BACHELOR DEGREE IN SOCIAL SCIENCE & HUMANITIES AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Bachelor of Social Work (BSW)
2. **Name of Faculty** : Faculty of Social Science and Humanities
3. **Duration of the Course** : Three years (Six semesters)
4. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced(A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have passed in all the subjects with minimum requirement, as prescribed by the UGC/other concerned Regulatory Bodies.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Branch/Specialization Distribution :

Admission to the particular branch/Specialization of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the BSW

A student shall be declared to be eligible for award of the degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial & Business Organization Professional Exposure & Training, Industrial Visit, Educational Tour, Project Work and other Assignments etc. where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per

recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BSW Degree ordinarily within a maximum period of Six year from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :

- i.) The admission to the BSW Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations in the B.S.W. programmes in the Faculty of Social Science & Humanities and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Social Science, Law &

Management as proposed by the concerned Board of Studies and duly approved by the Academic Council.

The various specializations of B.S.W. courses shall include the current courses/programme as well as proposed in future. However, the other post graduate degree programmes/Courses in Social Science & Humanities and related/allied streams like, Bachelor of Journalism & Mass Communication (B.J.M.C) etc. Programmes with their various specialization Courses shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Social Science & Humanities recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more branches/specializations/courses/programmes of BSW can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of three years Bachelor degree programmes with the various specialization titles under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to (BSW) & all others Three years Bachelor Degree Courses/Programme in Social Science & Humanities, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 21**THE ORDINANCE FOR THE AWARD OF POST GRADUATE DEGREE IN
ENGINEERING AND TECHNOLOGY AND RELATED/ALLIED STREAMS**

1. Title of the Degree : Master of Technology (M.Tech.)
2. Name of Faculty : Faculty of Engineering & Technology and others
3. (A) Course Name : M.Tech. (Regular) Full Time
- (i) Duration of the Course : Four Semesters (Two Years)- for Regular Course
- (ii) Eligibility for Admission: For M.Tech (1st semester/ 1st year) (Regular)

1. Every applicant for admission to the First Semester of M.Tech.

- (i) Shall have passed B.E./ B. Tech. or equivalent examinations in appropriate branch with minimum of 50% Marks (45% for reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for reserved categories) in appropriate branch of Engineering and Technology.

Or

- (ii) Applicants possessing the M.Sc. (Maths/ Physics/ Electronics/ Computer Science/ Information Technology) / MCA [for M.Tech in Computer Science / Computer Technology / Information Technology] degree.

Or

- (iii) A Technical Graduates in relevant branch with a minimum of 50% Marks (45% for reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for reserved categories) are eligible for admission without GATE Score.

Or

- (iv) In addition to all above, a candidate who possesses Associate Membership of the following professional bodies will also be eligible for admission to M.Tech Programme and have passed both part (A) and Part (B) of membership examination with a minimum of 50% or

equivalent grade such as from The Institution of Engineers (India), The Aeronautical Society of India, The Indian Institute of Metals, The Indian Institute of Chemical Engineering, The Institute of Electronics and Telecommunication Engineering and other professional Bodies in India or abroad, in accordance with the provisions made in the regulations approved by the Academic Council.

2. For the full time regular M.Tech. programme, no work experience is required.

3. (B) Course Name : M.Tech (Part Time)

(i) Duration of Course : Four semesters (Two Years)

(ii) Eligibility for Admission of M.Tech. (Part Time):-

1. BE/B.Tech degree in the relevant discipline/field/programme or M.Sc./M.C.A. Or its equivalent as mentioned above in 3 (A)-(ii), (iii) & (iv). However there is no requirement of minimum of 50% marks.
2. Candidates must possess atleast two years full time work experience in a registered firm/ company/ industry/educational and/ Government, autonomous organizations in the relevant field in which admission is sought.

Note: - 1. Applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.

2. Applicants who do not possess a GATE score will have to appear in the University entrance exam, if such an examination conducted by the University.

3. Notwithstanding what has been stated in above (A) & (B), applications from candidates sponsored by organization recognized by the Academic Council, and application from foreign nationals received through proper channel, may be considered

for admission to the M.Tech programme. Their admission shall, however, be governed by the regulation prescribed by the Academic Council of the University.

4. The suitable match of eligible Degree and its specialization for admission into M.Tech. programme of various specialization /stream/ branch shall be decided by the concerned Faculty/Department of the University.

5. Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

6. Branch/Specialization Distribution:

Admission to the particular branch of study with its specialization shall be as decided by the University on the basis of counseling/ personal interview

7. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

8. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

9. Course Structure : The Course structure of M.Tech (Regular) and (Part-Time) shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

10. Medium of Instruction And Examination : The medium of instruction and examination shall be English

11. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree : Eligibility for Award of the M.Tech. Degree

A student shall be declared to be eligible for award of the M.Tech. Degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, (Field Work, Industrial Visit, Industrial training, which ever applicable), Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per

recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

13. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Tech. (Regular)/ M.Tech.(Part time) Degree ordinarily within a maximum period of four years/Six Years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

- 15. General Instruction :**
- i.) The admission to all kind & modes of M.Tech. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

16. The various specializations in the M.Tech. programmes in the Faculty of Engineering & Technology, Faculty of Agriculture Science & Technology and other faculties shall include the traditional as well as innovative areas of various spheres of Engineering and Technology as proposed by the concerned Board of Studies and duly approved by the Academic Council.

The list of various specializations of M.Tech. course shall include the current courses/programme as well as proposed in future. However, all the M.Tech. programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

17. These programmes are offered by the Faculty of Engineering & Technology, Faculty of Agriculture Science & Technology and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
18. In future, more specializations/courses/programmes of M.Tech. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of Post Graduate degree (M.Tech. programmes) with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
20. This Ordinance shall be applicable to all (M.Tech.), Regular and Part time programme and in others Post Graduates Degree in Engineering & Technology and related/allied streams, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 22**THE ORDINANCE FOR THE AWARD OF POST GRADUATE DEGREE IN
PHARMACY AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Master of Pharmacy (M.Pharm.)
2. **Name of Faculty** : Faculty of Pharmaceutical Science & Technology
3. **(A) Course Name** : M.Pharm. (Regular) Full Time

(i) Duration of the Course : Four Semesters (Two Years)- for Regular Course

(ii) Eligibility For Admission : For M.Pharm. (Ist semester/ Ist year) (Regular)

1. Every applicant for admission to the First Semester of M.Pharm.:-

- i. Shall have passed B.Pharm./B.Pharm. (Hons.) or any other degree course in Pharmacy recognized as equivalent by the University with minimum of 50% Marks (45% for reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for reserved categories) in appropriate branch of Specialization if any.

Or

- ii. Applicants possessing any Graduate/Post Graduate course in related field of Pharmacy or Life Science from any Indian University or Foreign University which shall be treated equivalent by the University and duly recognized by UGC/AICTE/PCI other Regulatory Bodies.

Or

- iii. A Professional Graduates in relevant branch/specialization in the field of Pharmacy with a minimum of 50% Marks (45% for the case of reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for the case of reserved categories) are eligible for admission with or without GPAT Score.

Or

iv. In addition to all above, a candidate who possesses Associate Membership or its equivalent of professional bodies in relevant discipline of Pharmacy and Medical Science, for example; in the field of engineering & technology the professional body like Institution of Engineers (India); in India or abroad approved by the Academic Council shall also be eligible for admission to the M.Pharm. programme, in accordance with the provisions made in the regulations approved by the Academic Council.

2. For the full time regular M.Pharm. programme, no work experience is required.

3. (B) Course Name : M.Pharm. (Part Time)

(i) Duration of Course : Four semesters (Two Years)

(ii) Eligibility for Admission of M.Pharm. (Part Time):-

1. B.Pharm degree in the relevant discipline/field/programme Or its equivalent as mentioned above in 3 (A)-(ii), (iii) & (iv). However there is no requirement of minimum of 50% marks.
2. Candidate must possess atleast two years full time work experience in a registered firm/ company/ industry/educational and/ Government, autonomous organizations in the relevant field in which admission is sought.

Note:- 1. Applicants possessing valid GPAT score shall be given preference over to those candidates who do not possess GPAT score.

2. Applicants who do not possess a GPAT score, will have to appear in the University entrance exam, if such an examination conducted by the University.

3. Notwithstanding what has been stated in above (A) & (B), applications from candidates sponsored by organization recognized by the Academic Council, and application from foreign nationals received through proper channel, may be considered

for admission to the M.Pharm. programme. Their admission shall, however, be governed by the regulation prescribed by the Academic Council of the University.

4. Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the PCI/AICTE/UGC/other relevant Regulatory Bodies from time to time.

6. Branch/Specialization Distribution :

Admission to the particular branch of study with its specialization shall be as decided by the University on the basis of counseling/ personal interview

7. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

8. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

9. Course Structure : The Course structure of M.Pharm. (Regular) and (Part-Time) shall be as per the recommendation of the concerned Board of

studies of the faculty of the University duly approved by the Academic Council.

10. Medium of Instruction : The medium of instruction and examination shall be English And Examination

11. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree : Eligibility for Award of the M.Pharm. Degree

A student shall be declared to be eligible for award of the Degree if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, (Field Work, Industrial Visit, Industrial training, which ever applicable), Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc;
and

f.) No disciplinary action is pending against him/her.

13. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Pharm. (Regular)/ M.Pharm. (Part time) Degree ordinarily within a maximum period of four years/Six Years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. General Instruction :

- i.) The admission to all kind & modes of M.Pharm. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/PCI relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/PCI relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

16. The degree of M.Pharm. Programme, in the Faculty of Pharmaceutical Science & Technology, shall include the specialization/discipline/branches of Pharmaceutics, Pharmaceutical Technology, Industrial Pharmacy, Pharmaceutical Chemistry,

Medicinal Chemistry, Quality Assurance, Pharmacology, Pharmacognosy & Phytochemistry, Pharmaceutical Biotechnology, Pharmaceutical Analysis, Hospital pharmacy, Clinical research/ Clinical pharmacy, Pharmaceutical management/ Pharma MBA, Pharmaceutical administration, Pharmaceutical marketing, Drug Regulatory Affairs, Pharmacy Practice, Herbal drug technology, General pharmacy, Phytopharmacy & Phytomedicine, Biopharmaceutics etc. and it includes traditional as well as innovative areas of various spheres of Pharmacy and other related areas as proposed by the concerned Board of Studies and duly approved by the Academic Council.

The list of various specializations of M.Pharm. course shall include the current courses/programme as well as proposed in future. However, all the M.Pharm. programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

17. These programmes are offered by the Faculty of Pharmaceutical Science & Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
18. In future, more specializations/courses/programmes of M.Pharm. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of post graduate degree programmes under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
20. This Ordinance shall be applicable to all (M.Pharm), Regular and Part time programme and in others Post Graduates Degree in Pharmacy and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 23
THE ORDINANCE FOR THE AWARD OF POST GRADUATE DEGREE
IN MANAGEMENT AND RELATED/ALLIED STREAMS

1. Title of the Degree : (i) Master of Business Administration (MBA)
(ii) Executive Master of Business Administration (Executive MBA)
2. Name of Faculty : Faculty of Management Studies
3. (A) Course Name : M.B.A. (Regular) Full Time
Executive MBA

(i) Duration of the Course : Four Semesters (Two Years)- for Regular Course

(ii) Eligibility For Admission :For M.B.A (Ist semester/ Ist year) (Regular)

(A) Every applicant for admission to the First Semester of M.B.A (Regular) shall possess following educational qualification:-

Candidate should be a graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional/Technical Degree in any field like Engineering, Technology, Information Technology, Medical Science, veterinary Science, Agriculture Science, Pharmacy, Law etc. with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to any UG or PG Degree with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade.

Note: However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

(B) Every applicant for admission to the First Semester of Executive M.B.A shall possess following educational qualification:-

Candidate should be a graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional/Technical Degree in any field like Engineering, Technology, Information Technology, Medical Science, veterinary Science, Agriculture Science, Pharmacy, Law etc. with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade of any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to any UG or PG

Degree with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade.

AND

Candidate should have minimum one year of working/Professional experience in Managerial/ Executive or Supervisory Cedar etc.

3. (B) Course Name : M.B.A (Part Time)

(i) Duration of Course : Two years

(ii) Eligibility for Admission of M.B.A. (Part Time) :-

1. Graduate in any discipline or any degree as mentioned above in 3 (A). However there is no requirement of minimum of 50% marks.
2. Candidates must possess atleast two years full time work experience in a registered firm/ company/ industry/ educational and/ Government, autonomous organizations in the relevant field in which admission is sought.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

- 6. Specialization Distribution :** Admission to a particular stream/ specialization of MBA and Executive MBA Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.
- 7. Intake :** The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.
- 8. Academic cycle/ year :** There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 9. Course Structure :** The Course structure M.B.A (Regular & Part Time) and Executive MBA shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 10. Medium of Instruction And Examination :** The medium of instruction and examination shall be English
- 11. Examination :**
- a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
 - b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 12. Eligibility for Degree :** Eligibility for Award of the M.B.A. and Executive MBA Degree
- A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:
- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab

classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 5.0 or 50% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

13. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of MBA (regular & part time) and Executive MBA Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. General Instruction : i.) The admission to all kinds & modes of MBA Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

16. The various specializations in the MBA (Regular & Part Time) and Executive MBA programmes in the Faculty of Management Studies shall include Marketing, Finance, Human Resources, Information Technology, Banking & Insurance, Agri-Business, Manufacturing & Production, Industrial Management, Advertising and public relation, Energy Management, Communication & Media Management, Entrepreneurship, Materials Management, Logistic & Supply Chain Management, International Business, Retail Management, Rural Management, Tourism Management, Hospital Administration, NGO Management, Pharmaceutical Management, Telecom Management, Operation Research, Event Management, Infrastructure Management etc.

The list of various specializations of “MBA” and “Executive MBA” courses shall include the current courses/programme as well as proposed in future. However, all MBA and Executive MBA programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

17. These programmes are offered by the Faculty of Management Studies, Faculty of Agriculture Science & Technology and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

18. In future, more specializations/courses/programmes of post graduate degree in Management can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of MBA programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
20. This Ordinance shall be applicable to all MBA (Regular & Part Time) and “Executive-MBA” and other Post Graduates Degree in Management and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 24
THE ORDINANCE FOR THE AWARD OF POST GRADUATE DEGREE IN
COMPUTER APPLICATION & INFORMATION TECHNOLOGY AND
RELATED/ALLIED STREAMS

1. **Title of the Degree** : Master of Computer Application (MCA)
2. **Name of Faculty** : Faculty of Computer Application & Information Technology.
3. **Duration of the Course** : Three years (Six Semesters)
4. **Eligibility For Admission** : Every applicant for admission to the First Semester of M.C.A shall possess following educational qualification:-

1. Candidate who have pass BCA/BCA (Hons.) or B.Sc (IT/CS/Electronics) or an equivalent degree from any recognized University with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade;

Or

2. Candidate should have a Bachelor's degree with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade of minimum 3 years duration from a recognized Indian University or foreign University or Institute recognized by the University as equivalent or any open University and Mathematics as one of the subjects at 10+2 level or at graduation;

Or

3. However, a candidate who does not have Mathematics background as per above, could also be considered for admission to the programme on the recommendations of the Personal Interview panel, if it is adjudged that the candidate would be able to cover his deficiency through a Mathematics audit course in the first semester;

Or

4. The candidate should possess professional/Technical Degree in any field like Engineering, Technology, Information Technology, Computer science, Applied Science & Technology etc. with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade of any Indian University or foreign University or Institute or Associate Membership of professional bodies in above fields/areas, recognized by the University as equivalent;

And

5. Lateral Entry to MCA IInd year will be given to the students having qualification PGDCA (after graduation) or DOEACC "A" level examination or any other examination considered equivalent by the University;

Note: However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

- 6. Admission Procedure :** The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

- 7. Specialization Distribution :** Admission to a particular stream/ specialization of MCA Course/Programme, if any, shall be as decided by the University on the basis of either merit or counseling or personal interview.
- 8. Intake :** The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.
- 9. Academic cycle/ year :** There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 10. Course Structure :** Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 11. Medium of Instruction And Examination :** The medium of instruction and examination shall be English
- 12. Examination :**
- a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
 - b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 13. Eligibility for Degree : Eligibility for Award of the M.C.A. Degree**
- A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:
- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practicals, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) Secured a minimum CGPA of 5.0 or 50% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.C.A. Degree ordinarily within a maximum period of Six years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

- 16. General Instruction :**
- i.) The admission to the M.C.A. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent

Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations in the M.C.A. programmes in the Faculty of Computer Application & Information Technology and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Computer Application & Information Technology as proposed by the concerned Board of Studies and duly approved by the Academic Council.

All MCA programme with various specializations, if any, at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. This programme is offered by the Faculty of Computer Application & Information Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more specializations/courses/programmes of post graduate degree can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Post Graduate specialization programmes under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree (MCA), Three years Regular and in others in Computer Application & Information Technology and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 25**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN COMMERCE & FINANCE AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : (i) **Master of Finance & Control (M.F.C.)**
(ii) **Master of Business Economics (M.B.E.)**
2. **Name of Faculty** : Faculty of Commerce & Financial Studies
3. **Duration of the Course** : Two years (Four Semesters)
4. **Eligibility For Admission** : (A) Every applicant for admission to the First Semester of M.F.C. shall possess following educational qualification:-

Candidate should be graduate in any discipline however the preference shall be given to B.Com.(Hons.)/ B.Com./ BBE or B.Sc.(who studied either Maths/ Statistics or Computer as their one subject), or BA (who studied either Economics/Maths or Statistics as their one subject) with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional Degree in field of Commerce, Finance, Management, Economics, Engineering etc. e.g. BBA (Hons.)/ BBA/ BCA/ B.Tech. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of professional bodies in the field of Management, Commerce & Finance, Engineering & Technology,

Computer Science & Technology, Information Technology etc. which is recognized by the University as equivalent to UG in relevant streams with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

(B) Every applicant for admission to the First Semester of M.B.E. shall possess following educational qualification:-

Candidate should be graduate in Economics/ Business Economics/ Commerce/ Business Administration or any graduate studied either Maths/Statistics or Economics as there one subject with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

(C) However, candidate who is appearing or has appeared for final year/semester of qualifying examination for (A) & (B) during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use

the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization, if any, of M.F.C. and M.B.E. Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.F.C. and M.B.E. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction

- i.) The admission to the M.F.C. and M.B.E. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent

Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations in the M.F.C. and M.B.E. programmes in the Faculty of Commerce & Financial Studies shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Engineering Industry, Medium Size Industries, Small Scale Industries & Enterpeaunurship, Project & Infrastructure Sectors, Service Sectors & NGO, Security Market Sectors, Banking & Insurance Sectors etc. as proposed by the concerned Board of Studies and duly approved by the Academic Council.

The specializations of M.F.C. and M.B.E. courses shall include the current courses/programme as well as proposed in future. However, the other post graduate degree programmes/Courses in Commerce & Fianance and related/allied streams like, Master of Financial & Investment Analysis (MFIA) etc. with their various specializations shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Commerce & Financial Studies recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of

Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.

20. The University shall also offer more number of Commerce & Finance related PG Courses/programmes, with the various Specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree Programmes/Courses of Two years duration, Regular in nature, full time in Commerce & Finance and related/allied streams, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 26**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN AGRICULTURE SCIENCES & TECHNOLOGY AND
RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Master of Science (Agriculture) (M.Sc.-Ag)
2. **Name of Faculty** : Faculty of Agriculture Science & Technology
3. **Duration of the Course** : Two years (Four Semesters)
4. **Eligibility For Admission** : Every applicant for admission to the First Semester of M.Sc.-

Ag shall possess following educational qualification:-

Candidate should be a graduate in Agriculture or its equivalent, with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with Four years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+4) year system or any equivalent examination.

Or

The candidate should possess professional/Technical Degree in Agriculture Science, Agriculture Engineering or Equivalent etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to UG Degree in Agriculture Streams with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

Or

However, candidate who is appearing or has appeared for final year/semester of qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition

that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies mainly ICAR from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization of M.Sc-Ag Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview as per the ICAR norms.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council/ ICAR.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The

scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.Sc.-Ag Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) Secured a CGPA of 4.5 or minimum 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) No dues to the University, Hostels, Libraries, NCC/NSS/NSO etc; and
- f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be

relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Sc.-Ag Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction : i.) The admission to the M.Sc.-Ag Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body mainly ICAR or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final but should not violate the norms of ICAR.

17. The various specializations in the M.Sc.-Ag programmes in the "Faculty of Agriculture Science & Technology" shall include the Areas/Branches/Discipline/Specialization of Agronomy, Agriculture Economics, Horticulture, Entomology, Agriculture Extension, Plant Breeding & Genetics, Plant Pathology, Plant Psychology, Soil Science, Seed Science & Technology, Agriculture Biotechnology, Agriculture Engineering, Floriculture etc.

The list of various specializations of M.Sc.-Ag courses shall include the current courses/programme as well as proposed in future. However, all M.Sc.-Ag programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the “Faculty of Agriculture Science & Technology” recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of M.Sc.-Ag related PG Courses/programmes, with the various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree Programmes/Courses of Two years duration, Regular in nature, full time in Agriculture Science & Technology, and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 27**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN COMPUTER SCIENCE & INFORMATION TECHNOLOGY AND
RELATED/ALLIED STREAMS**

1. **Title of the Degree** : Master of Science (Computer Science) M.Sc.(CS)
2. **Name of Faculty** : Faculty of Computer Application & Information Technology
3. **Duration of the Course** : Two years (Four Semesters)
4. **Eligibility For Admission** : Every applicant for admission to the First Semester of M.Sc.(CS) shall possess following educational qualification:-

Candidate should be a graduate with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any Open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional/Technical Degree in any field like Engineering, Technology, Information Technology, Medical Science, veterinary Science, Agriculture Science, Pharmacy, Law etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to any UG with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization of M.Sc.(CS) Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.Sc.(CS) Degree

A student shall be declared to be eligible for award of the Degree, if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be

relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Sc.(CS) Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

- 16. General Instruction :**
- i.) The admission to the M.Sc.(CS) Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations of M.Sc.(CS) programmes in the Faculty of Computer Application & Information Technology and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Computer Science & Application as proposed by the concerned Board of Studies and duly approved by the Academic Council.

However, the other post graduate degree programmes/Courses in Computer Application & Information Technology and related/allied streams like, M.Sc.(IT), M.Sc. (Animation & Multimedia), M.Sc. (Cyber Securities and Law) etc. shall also run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Computer Application & Information Technology and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number PG Programme/Courses of Computer Science & Information Technology with the various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree Programmes/Courses of Two years duration, Regular in nature, full time in Computer Science & Information Technology and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 28**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN LIFE SCIENCE AND RELATED/ALLIED STREAMS**

1. (A) Title of the Degree : Master of Science (M.Sc.)

(B) Specialization : M.Sc.(Biotechnology);
M.Sc.(Microbiology)

2. Name of Faculty : Faculty of Life Science & Technology

3. Duration of the Course : Two years (Four Semesters)

4. Eligibility For Admission : Every applicant for admission to the First Semester of M.Sc. shall possess following educational qualification:-

Candidate should be a Graduate with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade, from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Graduation should be with any of the following courses/subjects: Biology, Biochemistry, Biotechnology, Botany, Zoology, Micro Biology, Environmental Science, Agriculture, Veterinary Science.

Or

However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

- 6. Admission Procedure :** The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.
- 7. Specialization Distribution :** Admission to a particular stream/ specialization of M.Sc Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.
- 8. Intake :** The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.
- 9. Academic cycle/ year :** There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 10. Course Structure :** Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 11. Medium of Instruction And Examination :** The medium of instruction and examination shall be English and Hindi
- 12. Examination :** a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the

concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.Sc. Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a CGPA of 4.5. or minimum 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) No dues to the University, Hostels, Libraries, NCC/NSS/NSO etc; and

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Sc. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :i.) The admission to the M.Sc. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations in the M.Sc. programmes in the “Faculty of Life Science & Technology” shall include the Areas/Branches/Discipline of Life Science and Bio-Sciences and its specializations in the field of Biotechnology, Micro-Biology, Cell Biology, Genetics, Bioinformatics, Bio-Chemistry, Medicinal Chemistry, Botany, Zoology, Environment Science, etc.

The list of various specializations of M.Sc. courses shall include the current courses/programme as well as proposed in future. However, all M.Sc. programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the “Faculty of Life Science & Technology” and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of M.Sc. related PG Courses/programmes, with the various specialization titles, under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree (M.Sc.) of Two years duration, Regular in nature, full time in Life Science and Bio-Sciences and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 29**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN BASIC SCIENCES, APPLIED SCIENCE AND RELATED/ALLIED
STREAMS**

1. (A) Title of the Degree : Master of Science (M.Sc.)
(B) Specialization : M.Sc.(Industrial Chemistry);
M.Sc.(Pharmaceutical Chemistry)
2. Name of Faculty : Faculty of Pharmaceutical Science & Technology
3. Duration of the Course : Two years (Four Semesters)
4. Eligibility For Admission : Every applicant for admission to the First Semester of M.Sc.

shall possess following educational qualification:-

Candidate should be a Science Graduate with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade, from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Graduation should be with any of the following courses/subjects: Chemistry, Industrial Chemistry, Pharmaceutical Chemistry, Biochemistry.

Or

However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization of M.Sc Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the

concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.Sc. Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a CGPA of 4.5. or minimum 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) No dues to the University, Hostels, Libraries, NCC/NSS/NSO etc; and

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.Sc. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :i.) The admission to the M.Sc. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations in the M.Sc. programmes in the “Faculty of Pharmaceutical Science & Technology” shall include the Areas/Branches/Discipline and its specializations in the field of Bio-Chemistry, Medicinal Chemistry, Pharmaceutical Chemistry, Industrial Chemistry, etc.

The list of various specializations of M.Sc. courses shall include the current courses/programme as well as proposed in future. However, all M.Sc. programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the “Faculty of Pharmaceutical Science & Technology” and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of M.Sc. related PG Courses/programmes, with the various specialization titles, under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree (M.Sc.) of Two years duration, Regular in nature, full time in Basic Science, Applied Science and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 30

**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN SOCIAL SCIENCE & HUMANITIES AND RELATED/ALLIED
STREAMS**

1. **Title of the Degree** : Master of Social Work (M.S.W.)
2. **Name of Faculty** : Faculty of Social Science & Humanities
3. **Duration of the Course** : Two years (Four Semesters)
4. **Eligibility For Admission** : Every applicant for admission to the First Semester of M.S.W. shall possess following educational qualification:-

Candidate should be a graduate in any discipline e.g. BA, B.Com., B.Sc. etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional Degree in field of Social Science & Humanities, Commerce, Finance, Management, Economics, Engineering, Law etc. with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to UG in relevant streams with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

Or

However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution: Admission to a particular stream/ specialization of M.S.W. or other PG Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction : The medium of instruction and examination shall be English And Examination and Hindi.

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.S.W. Degree

A student shall be declared to be eligible for award of the Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.S.W. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :

- i.) The admission to the M.S.W. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various specializations in the M.S.W. programmes in the Faculty of Social Science & Humanities and other faculties shall include the traditional as well as innovative areas of various spheres of knowledge's linked/ related with Social Science, Law & Management as proposed by the concerned Board of Studies and duly approved by the Academic Council.

The various specializations of M.S.W. courses shall include the current courses/programme as well as proposed in future. However, the other post graduate

degree programmes/Courses in Social Science & Humanities and related/allied streams like, Master of Journalism & Mass Communication (M.J.M.C), Bachelor of Library & Information Science (B.Lib. & I.Sc.) etc. Programmes with their various specialization Courses shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Social Science & Humanities recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Social Science & Humanities related PG Course/Programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree Programmes/Courses Two years duration, Regular in nature full time in Social Science & Humanities and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 31**THE ORDINANCE FOR THE AWARD OF TWO YEARS POST GRADUATE
DEGREE IN ARTS, HUMANITIES & SOCIAL SCIENCE AND RELATED/ALLIED
STREAMS**

1. **Title of the Degree** : Master of Arts (M.A.)
2. **Name of Faculty** : Faculty of Social Science & Humanities
3. **Duration of the Course** : Two years (Four Semesters)
4. **Eligibility For Admission** : Every applicant for admission to the First Semester of M.A. shall possess following educational qualification:-

Candidate should be a graduate with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to UG Degree in relevant discipline with at least 45% (40% for reserved categories) marks in aggregate or equivalent grade.

Or

However, candidate who is appearing or has appeared for final year/semester of any degree/ qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the UGC/other relevant Regulatory Bodies from time to time.

7. Specialization Distribution : Admission to a particular stream/ specialization of MA Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction And Examination : The medium of instruction and examination shall be English and Hindi

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the

concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Degree : Eligibility for Award of the M.A. Degree

A student shall be declared to be eligible for award of the M.A. Degree with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Lab classes/practical if applicable, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work, Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 4.5 or 45% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of M.A. Degree ordinarily within a maximum period of four years respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction

- i.) The admission to the M.A. Course shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. The various Branch/Discipline in the M.A. programmes in the Faculty of Social Science & Humanities shall include in the fields of English, Hindi, Sanskrit, Foreign Languages, History, Economics, Geography, Sociology, Philosophy, Psychology, Public Administration etc.

The list of various specializations of MA courses shall include the current courses/programme as well as proposed in future. However, all MA programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These programmes are offered by the Faculty of Social Science & Humanities and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more number of post graduate degree Programmes/Courses with various specializations can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Social Science & Humanities related PG Courses/programmes, with the various specialization titles, which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Post Graduates Degree Programmes/Courses of Two years duration, Regular in nature, full time in the area of Social Science & Humanities and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

Ordinance No. 32

Doctor of Philosophy (Ph.D)

(Ordinance as per UGC Regulation, 2009)

1.0 Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least stipulated percentages as below or an equivalent grade of the University, a deemed University or any other University incorporated by any law for the time being in force and recognized by the University:

Engineering – First Class at UG and/or PG level

Science – 55 Percent at PG level

Commerce & Management – 55 percent at PG level

Computer Applications - 55 percent at PG level

Humanities & Others - 55 percent at PG level

2.0 A candidate must apply for registration for Ph.D. degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

(i) His/Her qualification and experience;

(ii) Proposed subject/discipline along with the relevant faculty in which he/she proposes to work;

(iii) Proposed title of the Ph.D. thesis.

(iv) Name of the supervisor (along with the name of Co-Supervisors, if any) (Strictly from the University list of approved Supervisors & Co-supervisors) under whom he/she wishes to work and the place/places at which he/she wishes to carry on investigations together with the consent of the Supervisor and Co-supervisors.

(v) Certificate of qualifying the UGC/CSIR/DST/National or State level Fellowship/NET/GATE/GPAT/SLET, if any

(vi) Letter granting teacher fellowship, if any.

(vii) Address, Contract number, mobile number, email id and other contact details.

3. Eligibility

A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his Master's or Bachelor degree in Engineering/Technology / Applied Sciences. Provided that research work leading to Ph.D. degree may be allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. Provided further that whether a subject is allied or not to the subject in which the candidate has done Master's or Bachelor degree in Engineering/ Technology/ Applied Sciences, shall be decided by the Academic council.

4.0 Duration Restriction

The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension in time his/her registration shall stand automatically cancelled.

Provided that the period for submission of the thesis can be extended by one year by the Vice-Chancellor, if he/she applied for extension at least one month before the expiry of registration period together with a fee. In case the candidate does not submit his/her thesis within extended period, his/her registration shall stand automatically cancelled.

5.0 Availability of seats

The number of seats available for admission to Ph.D. programme shall be decided and notified by the University on its website and/or by advertisement, which shall be decided on the following basis:

- (i) A Supervisor shall not have at any point of time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co-supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as co-supervisor in case of others, in any university in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.
- (ii) The seats available with the supervisor should be manageable for him/her and also manageable for the concerned research centre.

6.0 Admission Procedure

(1) The admission shall be made by the University, through an entrance test by the Admission Board following the norms prescribed by the UGC New Delhi.

- (i) To prepare panel of names of papers setters in various subjects and submit them to the University.
 - (ii) To arrange for entrance test.
 - (iii) To arrange for interview.
 - (iv) To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and of the thesis.
 - (v) To resolve problems; if any.
2. (a) Candidate who have qualified the UGC/ CSIR/ DST/ National/State level Fellowship/ GATE/ GPAT/ SLET/ NET/M.Phil. shall be admitted directly without the entrance test.
- (b) Candidates who have been awarded teachers fellowship by statutory bodies for doing Ph.D degree shall also be admitted directly without the entrance test.
- (c) All other candidates will be selected through entrance test.

Procedure for conduct of Entrance Test

Structure of the Test

All those who are not exempted from the entrance test will be required to take the entrance test. The format of the entrance test will be similar to that of National Eligibility Test of UGC. The entrance test for enrolling into Ph.D. programme shall be conducted by the University. The date and place of which shall be announced through a notification.

The contents of the test will be as follows:

- (i) General analytical skill/mental ability, including reasoning.
- (ii) Wherever applicable, English communication skill (upto the 12th standard level)
- (iii) Foundation of the relevant subjects in multiple choice questions (MCQ) and descriptive type questions on the relevant subject up to PG level.

The first part of the test will consist of objective type of questions covering:

- i. General analytical skill/mental ability, including reasoning.
- ii. English communication skill (up to 12th standard level) (If applicable)

This part will have 60 questions and will be for duration of 45 minutes. The second part of the test will consist of objective type of questions in the relevant subject for duration of 30 minutes and will have 40 questions. The third part will be descriptive type of questions on the subject, which will be of one hour duration. This part will be evaluated only if the candidate secures more than 50% marks in the aggregate in the first two parts and individually 40% marks in each part. Those who secured more than these desired level have to obtain more than 50% marks in the third part. If enough number of candidates do not qualify in the entrance test, the University may, if deemed fit, relax these conditions on a year-to-year basis. The Academic Council may modify the scheme of the entrance examination from time to time.

7.0 Interview and Allotment

- (1) Each student shall have to appear in an interview. The interview board shall consist of the following members:
 - (i) Vice Chancellor or his Nominee as Chairman
 - (ii) Dean of Faculty.
 - (iii) One of the Chairman of relevant (Board of studies) to be nominated by the Vice Chancellor.
 - (iv) One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Vice Chancellor.
 - (v) One subject expert to be nominated by the Vice Chancellor.

One third of the total members shall complete the quorum. However, presence of the subject expert shall be essential. If the Dean of Faculty is not available, the Vice

Chancellor may then appoint a Senior Professor of any University Teaching Department as member.

- (2) The interview shall be conducted in the University Teaching Department. For subject, in which there is no University Teaching Department, the interview shall be conducted at a place in the University premises, fixed by the University for this purpose.
- (3) The candidates shall be called for interview in the following order:
 - (i) Candidates who have qualified UGC/CSIR/DST/National or State level fellowship examination/GATE/GPAT/NET/SLET.
 - (ii) Candidates who have been granted teacher fellowship by a statutory body.
 - (iii) Candidate according to merit list of the entrance examination.
- (4) At the time of interview, the candidates are expected to discuss their research interest/area, choice of supervisors and co-supervisor (if any), and the proposed title of the thesis.

For the candidates belonging to category as mentioned in. para 7(3) (i& ii), 100% Weightage shall be on the interview. For the candidates mentioned in para 7(3) (iii), the weightage of the interview marks shall be 20 percent where as 60 percent weightage shall be given to the written entrance exam conducted as per para 5 and remaining 20 percent weightage shall be given to aggregate of qualifying PG examination.

- (5) The allotment board then shall finalize the list of the names of the candidates admitted to the Ph.D in the concerned subject.
 - (a) The candidates in category (i) of sub-para 7 (3) above shall be admitted first, secondly the candidates in category (ii) shall be admitted and subsequently candidate in the category (iii) shall be admitted in that order. In these categories, If there are more than one candidate having equal marks, then merit shall be decided according to the percentage of marks at the qualifying PG examination.
 - (b) As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any and shall also approve the proposed title of the thesis (however, the candidate may change title of his/her thesis, after prior approval by Research Degree Committed(RDC)). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.
- (6) The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.
- (7) A merit list shall be prepared on the basis of entrance test and interviews as mentioned in para 7(4) and shall be declared as the result of the entrance examination by registrar.

8.0 Fees

Registration fee for Ph.D programme is to be paid to the University at the prevalent rates as announced by the University from time to time; The total programme fee must be paid before submission of Ph.D. thesis.

9.0 Course work:

(A) (i) After having been admitted, each Ph.D. student shall be required to undertake course work. The duration of the course shall be one semester for all candidates. The course work shall be treated as pre Ph.D. programme will operate on semester basis. During the first semester, a candidate will have to clear course work which will compose of three papers viz., Research Methodology, Quantitative Techniques and a paper from Relevant Research area.

(ii) In second semester, the candidate has to do subject specific course work with the consent of his/her allotted supervisor/ co-supervisor. A review or survey of the published research in the relevant field shall be submitted to the supervisor/ co supervisor for which supervisor/ co supervisor shall evaluated the review report. A research degree committee meeting will be organized during the second semester where a candidate will be required to defend his/her synopsis. During subsequent period the candidate will be expected to work on his/her approved synopsis.

After the successful completion of the course, a certificate regarding course completion shall be given to the student.

(B) Evaluation

(i) The course work shall carry 10 credits (one credit equal to 15 hours). The concerned department/school/institution shall decide the details of the course work, teaching schedule and evaluation.

(ii) The details of the specific subject shall be decided by the department/Faculty.

(iii) The procedure for admission shall be laid down from time to time by the Academic council.

(iv) University examination shall be held at the end of the semester. The Scheme of examination shall be notified by the University.

(v) The review or survey presented by the candidate in typed shall be examined by the supervisor. He shall declare whether it is satisfactory or not.

(vi) A candidate shall be declared to have successful completed the course, if he/she has successfully passed semester examinations with minimum 65% or in equivalent grade as mentioned above. Minimum 6 credits to be earned during the course work for successful completion.

10.0 Research Centre

A candidate may pursue his research work for Ph.D degree in the University Teaching Department in the subject concerned,

Or

At a Research centre i.e. an organization of National or International repute, (NIIT/IIT other academic institutions of national importance/Research Organisations of Government/reputed corporate establishment with established R&D Laboratories etc), that shall have to sign M.O.U. between the university & the Institute/Organisation within the jurisdiction of the University .

(a) After the M.O.U. the candidates may also be, allowed by RDC to pursue research work at an industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India / State government approved R&D centre and shall be recognized for this purpose by the BOM of the University.

(b) A candidate permitted to work in such Industry as stated in above para, having MOU with the University, shall be required to take at least one supervisor/co-supervisor from the industry, such supervisor/co-supervisor should be Scientist/Director of the R&D center not below the rank of the Associate Professor of the University.

(c) Candidate may also be permitted to work by RDC in research establishment of repute like CSIR labs/ DRDO Labs or Labs of repute established by Central Government and after MOU signed by the University with such establishment.

(d) A candidate permitted to work in such Research Establishment, stated in above para, shall also be required to take at least one supervisor/co-supervisor from the Establishment. Such supervisor/co-supervisor should be scientist/Director of the R&D centre not below the rank of Associate Professor of the University.

11.0 Supervisor/Co-supervisor

(a) The person recommended as supervisor/co-supervisor to guide the search scholar must be:

(i) The Professor in the University Teaching Department who has obtained a doctorate degree in the subject and has published at least seven research papers on the concerned subject in peer reviewed standard journals of repute.

OR

(ii) An Associate Professor or Reader in the University Teaching Department who has obtained a doctorate degree in the subject and has published at least seven research paper on the concerned subject in standard journals of repute.

OR

(iii) An Assistant Professor or Lecturer in the University Teaching Department who has obtained a doctorate degree in the subject and has published at least seven research paper on the concerned subject in standard journals of repute and has at least five years teaching experience after PhD.

OR

A Director/Scientist/professor/or an equivalent cadre in an organization of National/ International repute not below the rank of an Associate professor of the University,

working as regular employee and who has published at least seven papers in peer reviewed standard journals of repute.

(b) A recognized supervisor who fails to publish at least two research papers on the concerned subject in peer reviewed standard journals of repute over duration of last two years shall not be eligible to enroll any new candidate under his supervision.

(i) Provided that the persons who have been recognized as supervisor/co-supervisor shall be eligible to supervise and register under him/her even after their superannuation.

(ii) Provided also that the teacher in any college, which is now a constituent unit of this University and who has been recognized as supervisor/co-supervisor if they comply the requirement laid down for recognition as supervisor/co-supervisor.

(iii) Provided further that a person who is himself registered for Ph.D degree of the University shall not be eligible to act as supervisor or member of any committee mentioned in this Ordinance.

(iv) A person, who wants to get himself/herself recognized as a supervisor/co-supervisor, shall apply in the prescribed Performa, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.

12.0 RDC

(1) After successful completion of Pre Ph.D. course work, the candidate shall be eligible to submit a synopsis (as per Appendix 1.) of his proposed research work along with the title of thesis (finally decided by candidate) duly forwarded by the supervisor and Head of the institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with signatures of candidate, supervisor, co-supervisor and Head of the institution on each of the copy on each of the page.

(2) The candidate shall be required to make an oral presentation of the proposed work before the Research Degree Committee (RDC) consisting of the following members:-

(i) Vice Chancellor or his nominee- Chairman.

(ii) Dean of the School concerned.

(iii) Chairman Board of studies of the subject in the Faculty/Department.

(iv) Head or One Professor of the University Teaching Department or in the case of non- availability of professor, one Associate Professor of the University Teaching Department of the subject.

(v) One external subject expert of the rank of University Professor to be appointed by the Vice Chancellor, ordinarily out of a panel of 5 experts, given by the Dean of the school concerned External expert and two other members shall form the quorum.

Note:- (a) On the request of the supervisor, Vice Chancellor may permit him to be present as an observer during the oral presentation of his candidate.

(b) No. T.A and D.A shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

(3) The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor. Submitted under section 11 of this Ordinance, and recommend the eligibility of the person for the appointment as supervisor/ co-supervisors. The committee shall also prepare a list for approved supervisor/co-supervisors, along with their specializations as per provision of this Ordinance. This list shall be available with the Registrar.

(4) After approval by the RDC of the title of the thesis, synopsis, supervisor, co-supervisor/s (if any), and place of research work, the candidate shall be registered for Ph.D. degree from the date on which the candidate had deposited the registration fee and other fees mentioned in para 8 of this Ordinance, at time of admission, and this date will be the "date of registration" of the candidate. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate shall be enrolled as a student from the date of registration and will be required to pay regular tuition, library and laboratory fees (six monthly) where laboratory work is involved during his research tenure in the UTD/college/institute from which the application form was forwarded.

(5) If the RDC makes any change only in the title of the thesis, the approved changed title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.

(6) If the RDC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The dean of the Faculty shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar.

(7) If the RDC decides that major revision is required, in the synopsis and or the oral presentation was also found to be unsatisfactory, the candidate may be asked to revise the synopsis and/or improve upon the oral presentation and reappear at the next meeting of the RDC.

(8) If the RDC does not recommend a candidate for registration to Ph.D. degree, the candidate shall be communicated the same by the Registrar. In such case, only the caution money deposited by the candidate shall be refunded.

13. Period for submission of thesis

(a) The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months after successfully completion of course

work at the research centre and not later than five calendar years from the date of registration. In case a candidate does not submit his/her thesis within five calendar years, from the date of registration and does not apply for extension in time his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by one year by the Vice-Chancellor, if the candidate applied for extension at least one month before the expiry of registration period together with a fee as prescribed by the University. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled.

Provided also that after the expiry of five years from the date of registration, the Vice-Chancellor may permit a candidate to get re-registration on the same topic on payment of a re-registration fee as prescribed by the University. The condition of minimum period of 24 months and attendance shall not apply to such reregistered candidate for submission of the thesis. For re-registration, approval by RDC is not required. The candidate must submit the thesis within four years from the date on which the original registration expired. No extension in this period is allowed. The registration will stand automatically cancelled after nine years from the date of original registration. After this period if a candidate desires to pursue research work for Ph.D. Degree he will have to apply for registration as a fresh candidate.

(b) A teacher candidate with 5 years teaching experience at the time of registration can submit his/her thesis after 18 months instead of 24 months after successful completion of course work as provided in Section 13(a) of this Ordinance.

(c) The candidate shall put in at least 240 days attendance after successfully completion of course work in the institution concerned or with the supervisor/ co supervisor. The relevant declaration by the candidate (Appendix 2) and the certificate of the supervisor (Appendix 3) must be given in the beginning of the thesis. If a candidate is in service, having his/her research centre at a place other than his/her place of service, then such candidate shall be required to submit a certificate of leaves availed from his/her employer, to justify his/her 240 days attendance in the research centre with the supervisor/co supervisor.

14.0 Change of Supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Vice Chancellor on the recommendation of the committee, constituted by the Vice Chancellor for this purpose. No change in the topic of research will be permitted due to change of supervisor.

15.0 Six Monthly Report

The University shall obtain every six month a record of attendance, receipts of fee paid and progress report of the work of Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the Faculty. If the progress of work is not found satisfactory in two successive report or no report are received from a period of one year or candidates fail to deposit fees the Vice Chancellor on the recommendation of the Dean of the Faculty may order the removal of the name of the scholar from the list of those registered for the Ph.D. Degree.

16.0 Summary of Thesis and Appointment of Examiner

- a) The candidate shall submit ten copies of the summary of the thesis together with a list of research papers published or accepted for publication in the peer reviewed standard journals of repute, as approved the University from time to time, through his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- b) The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the name should be from outside the state. Name can also be including from outside the country. Another panel of at least six examiners actively engaged in the concerned area of research and not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University, shall be submitted by the Dean of School in which the candidate is pursuing Ph.D.
- c) In case the candidate related¹ to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the, subject concerned, or a senior professor nominated by Vice Chancellor.
- d) The Vice Chancellor shall appoint two examiners out of two aforesaid panels, submitted by the supervisor and Examination Committee, respectively. The consent of examiners shall be obtained by sending them the summary and list of publication.

Note: The summary of thesis shall be sent by post/ air mail/ email.

¹ The term relations shall include father, mother, wife, husband, daughter, son, grandson, grand daughter, brother, sister, nephew, niece, grand nephew/niece, uncle, aunty, son in law, sister in law, father in law, mother in law and the first cousin.

17.0 Pre Submission Defense Committee (PSDC)

- 1) Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in Soft and Hard copy in the prescribed format of the University.
- 2) However prior to the submission of draft Ph.D. thesis and PSDC, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or of there are co-authors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him if any shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with the approved manuscript (i.e. preprint) shall be appended inside the thesis at the end.
- 3) The candidate shall make a Pre-Submission Defense, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request

from the candidate, duly recommended by the supervisor, to the University in the pro-forma given in Appendix 5.

(4) The candidate shall be required to make an oral presentation of the proposed work before the Pre Submission Defense Committee (PSDC) consisting of the following members:-

(i) Vice Chancellor or his nominee- Chairman.

(ii) Dean of the Faculty concerned.

(iii) Chairman Board of studies of the subject in the Faculty/Department.

(iv) Head or One Professor of the University Teaching Department or in the case of non- availability of professor, one Associate Professor of the University Teaching Department of the subject.

Presence of three members shall form the quorum

Note:- (a) On the request of the supervisor, Vice Chancellor may permit him to be present as an observer during the oral presentation of his candidate.

(b) No. T.A and D.A shall be payable to candidate and supervisor for attending the Pre Submission Defense Committee (PSDC) meeting.

(5) The presentation shall be open to all the faculty members and research students and its aim will be to get feedback and comments, If the PSDC suggests any change in the work, then the change required shall be communicated to the candidate by the Registrar, which will have be suitable incorporated into the draft thesis under the advice of the supervisor. The candidate will be required to resubmit the draft thesis as revised by him incorporating the changes suggested by the PSDC within 3 months time. The Dean of the School shall examine the revised draft thesis and if he is satisfied that the changes suggested by the PSDC have been incorporated in the revised draft thesis, he will approve the same and the thesis can be submitted. The letter of approval accordingly shall be then be issued by the Registrar.

(6) If the PSDC decided that major revision is required in the draft thesis and/or the oral presentation was also found to be unsatisfactory then the candidate may be asked to revise the draft thesis and/or improve upon the oral presentation and reappear at the next meeting of the PSDC.

(7) The candidate shall only be permitted three times (including one mercy attempt to be awarded by the Vice-Chancellor) to present his case before PSDC on the basis of his request, duly recommended by the supervisor to the University in the pro-forma given in Appendix 05. However, if, the candidate fails to get a recommendation for submission from PSDC, as mentioned above, his registration for Ph.D. shall be cancelled.

18.0 Submission of thesis

1. After getting an approval from PSDC as mentioned in para 17, the candidate can finalize his/her thesis.

2. The finalized thesis shall be typed set on a computer using standard software like MS word or Latex. It shall then be typewritten only on one side of pages. It may then be photocopied (only on one side of the pages) for producing multiple copies.
3. The Candidate shall submit the thesis to the University as follows:
 - i. Three hard bound copies of the thesis, and
 - ii. Soft copy in the form of CD (in three copies)
4. In the thesis after the cover page, the forwarding letter/declaration/certificate mentioned in (a) (b) and (c) below must be given
 - (a) Thesis should be forwarded by Head of the UTD where the candidate was registered.
 - (b) The thesis must be accompanied by a declaration from the candidate as per (Appendix 2) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.
 - (c) The certificate from the Supervisor together with Co-supervisor, if any, as per Appendix 3.

Note: (i) The Candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.

(ii) The no dues certificates from the place of work and the University library must be submitted along with the thesis.

19.0 Evaluation of thesis and viva-voce examination

- (i) On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented
- (ii) The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - (a) It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of fact. In either case, It should evince the candidate's capacity for critical examination and sound judgment.
 - (b) It must be satisfactory in point of language and presentation of the subject matter.
- (iii) The examiners shall categorically recommend in the prescribed Pro-forma (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of, the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of a least ten question; he wishes to be asked at the viva voce examination.

- 20.0 (a) The examiner's may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
- (b) The Vice Chancellor may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of thesis or such other date as may be extended by the Vice Chancellor and appoint another examiner from the panels of examiners.
- 21.0 (a) In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision, the thesis shall be rejected.
- (b) If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise the thesis in the light of observation of the examiners.
- (c) If one examiner approves the thesis and the other rejects it or recommends for revision, the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 15 (b) by the Vice Chancellor, without the reports of earlier examiners, The third examiner shall be asked to give his/her opinion and this opinion shall be final.
- (d) Incase both the original examiners accept the thesis for the award of the Ph.D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph.D. degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, Co-supervisor (if any) and one of two examiners (as per para 16(b)), selected by the Vice Chancellor, who have accepted the thesis for the award of the Ph.D. degree in case the candidate is related to the supervisor, then the Vice Chancellor shall appoint Head of Studies/Institution/Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.
- (e) The Supervisor/ Head University Teaching Department/Chairman Board of Studies of the subject concerned, as the case may be shall be communicated the name of the external examiner appointed by Vice-Chancellor to conduct the viva-voce examination. The same shall then contact the external examiner and fix up a date for viva-voce. The date fixed for the viva-voce shall be informed to the candidate and the Registrar. Provided that in special circumstances Vice-Chancellor may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.
- (f) The viva-voce examination shall be conducted at the University Teaching Department or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.

(g) He candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested person present in open viva. After the presentation of the research Work the Board shall ask question together with those questions, which have been given along with examiners reports. Others in the audience can also ask question and the candidate shall replay only those question which are permitted by the external examiner.

(h) In case the recommendations of the viva-voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The external examiner for, second viva-voce examination shall be appointed by the Vice Chancellor as above. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected.

22. If the examiners recommend that the candidate be asked to revise/improve his thesis, the Vice Chancellor shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate.

The candidate shall be provided examiners reports without disclosing the names of the examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to candidate.

In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he carried out the work.

The resubmitted three copies of the thesis must make clear mention that is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 23 (b) and one of the examiners recommends again for revision of the revised thesis and the other accept the thesis shall rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. degree on successful viva-voce examination as per provision of clause 23 of the Ordinance.

In case a candidate is asked to further revised the thesis by the third examiner, as per provisions laid down under para 23 (c), above thesis shall staod rejected. Second time revision is not permitted In any case an if so, the thesis shall automatically stand rejected.

Note- Whether a candidate has incorporated the minor revision/s suggested by the examiner/s shall be evaluated by Dean of the Faculty. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

23.0 Appearing in other examination

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, research methodology, statistics, and computer courses).

24.0 Publication of thesis

The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was thesis approved for award of the Ph.D. degree of the University.

25.0 Award of Ph.D.

After the successful viva-voce, the Vice Chancellor shall have powers to issues Notifications for the award Ph.D degree to the candidate and the matter shall be reported to the Board of Management for their approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the institution where the research work was carried out; the third will be returned to the supervisor. Following the successful completion of the evaluation process an announcement of the award of Ph.D, the University shall submit a soft copy of the Ph.D thesis to UGC within a period of thirty days for hosting thesis in INFINET accessible all University/Institution.

26.0 Reports of examiners

After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee prescribed by the University. The Reports will not disclose the identity of the examiners.

27.0 Withdrawal of degree

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirement as laid down in this ordinance.

APPENDIX-1
PROFORMA FOR SYNOPSIS

1. Title of the thesis
2. Introduction : Giving purpose of research (in about 200 words)
3. A brief review of the work already done in the field (Literature Survey)
4. Noteworthy contributions in the field of proposed work.
5. Proposed Methodology / plan of work during the tenure of the research work
6. Expected outcome of the proposed work
7. List of Publications based on the research work (Attach one set of reprints).
8. Proposed contents of the thesis
9. References (Bibliography)

Signature of Supervisor

Signature of the Candidate

Date

Date

Signature of Co-Supervisor (if any)

Date

APPENDIX – 2**Certificate By the Candidate**

I certify that the thesis entitled.....
 is my own work conducted under the supervision of
 Dr..... (Supervisor/ Co-Supervisor) at
(Center) approved by Research
 Degree Committee, submitted for the award of Ph.D. embodies my own work.

I further certify that to the best of my knowledge and belief the thesis does not contain any part
 of any work which has been submitted for the award of any degree either in this University or
 in any other University/Deemed University/Institutes without proper citation.

Signature of Supervisor

Signature of the Candidate

Date

Date

Forwarded and counter Signed by the Dean Faculty

Signature of Dean Faculty

Date.....

APPENDIX – 3
CERTIFICATE OF THE SUPERVISOR
CERTIFICATE

This is to certify that the work entitled
is a piece of research work done by
 Shri/Smt./Ku. Under my/our guidance and
 supervision for the degree of Doctor of Philosophy of AKS University, Satna (M.P.) India. I
 certify that the candidate has put in an attendance of more than 240 days with me.

I/we, also certify that to the best of my/our knowledge and belief, the thesis:

- (i) Embodies the work of the candidate himself/herself;
- (ii) Has duly been completed :
- (iii) Fulfills the requirement of the Ordinance relating to the Ph.D. degree of the University;
- (iv) is upto the standard both in respect of contents and language for being referred to the examiner.

Signature of the Co-supervisor

Signature of the Supervisor

Date :

Date :

Forwarded and counter Signed by the Dean Faculty

Signature of Dean Faculty

Date.....

APPENDIX – 4**CONFIDENTIAL PROGRESS REPORT BY GUIDE/SUPERVISOR**

Six monthly progress report of the research work done for the period
from To of the research scholar.

1. Name of the research scholar
2. Name of Department/Faculty
3. Subject
4. Title registered for Ph.D. Degree
5. Name of the Guide/Supervisor.
6. Name of co-guide/supervisor(if any)

Description of the guidance on the title and research work	Period with dates the Candidates has been with the guide for research work (It may also indicate the date of leave availed by the candidate during the above period.)

Remarks of the guide/supervisor on the work done by the candidate on title.

Fees paid vide receipt No. Date

Signature of the Supervisor

Date :

Address :

Place :

.....

Forwarded and counter Signed by the Dean Faculty

Signature of Dean Faculty

Date.....

APPENDIX – 5**REQUEST FOR PRE-Ph.D. PRESENTATION BASED ON DRAFT THESIS**

The Registrar,

AKS University, Satna

Subject :- Request for making Pre-Ph.D. presentation based on draft thesis.

Reference :- Ph.D. registration letter No. dated

Sir,

With reference to above, the details of my Ph.D. thesis are given below:-

1. Name of the candidate
2. Name of supervisor and Co-supervisors
3. Name of Department/Faculty
4. Place of work
5. Title of thesis

My draft thesis is complete and I want to make Pre-Ph.D. presentation. Kindly arrange for the same.

Date :

(Signature of the candidate)

Place :

Name and Address

(Signature of the Guide/Supervisor)

Name and Address :

Date :

(Signature of the Co-Guide/Supervisor)

Name and Address :

Date :

APPENDIX – 6**FORWARDING LETTER OF HEAD OF INSTITUTION OF RESEARCH CENTRE/DEAN
FACULTY**

The Ph.D. thesis entitled
 Submitted by Shri/Smt./Ku.....
 is forwarded to the University in copies. The candidate has paid the necessary fees
 and there are no dues outstanding against him/her and no disciplinary case is pending against
 him/her.

Date :

Place :

(Signature of Head of Institution/Dean Faculty)

Name

Seal.....

(Signature of the Guide/Supervisor)

Name and Address :

Date :

APPENDIX – 7**EXAMINERS REPORT ON Ph.D.**

Title of Thesis.....

Name of Research Scholar.....

Department..... Faculty.....
of AKS University, Satna (M.P)

1. The thesis is recommended for the award of Ph.D. degree. Yes/ No
2. The thesis be revised on the lines detailed below.....
.....
3. The thesis be rejected.

Please specify Yes/No, as the case may be.

DETAILED-REPORT

(The examiner is requested to give his/her detailed report on the following points given below)

- (i) It must be a piece of research work characterized either by the discovery of new facts or by a fresh approach towards the interpretation of facts & theories.
- (ii) It evinces the candidate's capacity for critical examination & sound judgment.
- (iii) It must be satisfactory in presentation of the subject matter and language is upto mark.

Space for detailed report

Note: Additional sheet(s) may be attached, if necessary.

Date

Place

Examiner)

(Signature of the

Full Name & Address

.....

.....

ORDINANCE NO.33**ORDINANCE FOR M. PHIL. PROGRAMME****Course & Faculty**

1. The Degree of Master of Philosophy (M.Phil) in the concerned Subject and Faculty shall be considered an intermediate Degree between the Masters Degree and the Doctorate Degree (Ph.D.). However, M. Phil. shall not be considered a prerequisite for any student seeking registration as a Ph.D. student. Moreover, it shall be an integrated course covering advance courses and a dissertation in the subject.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

4. Master of Philosophy shall be a full time Degree Programme. The duration of the course shall be of two semesters (One year).
5. The candidate registered for M. Phil. Programme shall not be permitted to join any other programme/course of this or any other University.

Intake

6. The intake for each of these courses shall be decided by the Board of Management of the University from time to time subject to the approval of the regulatory body.

Academic Year

7. There will be two academic cycles every year, one from July to June and second from January to December.

Eligibility

8. A candidate who satisfies the following conditions can register for the M. Phil. Programme:
 - (a) He/She must have taken Masters Degree (P.G) in the concerned/related subject with at least 55% marks. Candidates belonging to SC/ST and / Physically Challenged categories shall be given a relaxation of 5% marks at the Masters Degree (P.G) eligibility criterion.
 - (b) In case of foreign students, the condition of 55% at Masters Degree (P.G.) Level shall remain mandatory, whether he/she has obtained P.G Degree from this University or any other university in India.
 - (c) In case of foreign students who have obtained P.G. Degree from any university outside India, grade points equivalent to 2nd class shall be considered eligible for registration.
 - (d) Teachers, who were already in-service before 19.9.1991 i.e., when the U.G.C requirement of 55% marks was not made a pre-requisite requirement for appointment in colleges shall be exempted from the condition of 55% of marks.

Admission Procedure

9. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.

- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees is not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The M.Phil Programme in semester system shall consist of:
 - (a) Such courses (papers) as prescribed by the University
 - (b) Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - (c) Such scheme of examination as prescribed, by the University from time to time.
11. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
12. Candidates must attend a regular course of study of one academic year i.e. two semesters. The syllabi for the programme shall be as decided by the University from time to time.
13. The candidate shall be required to pass the written and dissertation examinations (thesis & viva-voce).
14. The student shall submit his/her dissertation within a period of 12 months from the date of admission. As the dissertation is considered as one of the components of the course work and which is to be subjected to Examination of the University, the rules framed by the Controller of Examination regarding date of submission, late fees for submission etc. and changes therein shall be applicable from time to time. No candidate shall be considered having completed the programme unless he/she submits the Dissertation.
15. Extension shall not be granted to any student in any case beyond a period of 18 months since the date of admission. After this period his/her registration shall cease automatically.

Allocation of Supervisor (Guide)

16. Eligible candidates shall be interviewed by the Departmental M. Phil. Committee of the concerned subject.
17. The Departmental M. Phil. Committee shall consist of the following:-
 - (a) Head of the Department shall be the Chairman of the Committee.
 - (b) All teachers of teaching the M. Phil. courses in the Department shall be members of the said Committee.
18. Number of M. Phil. students allotted to an M. Phil. Supervisor every academic year shall not be more than five (05).

Evaluation, Assessment Method and Submission of Dissertation

19. Every student of M. Phil. Programme shall pass the theory Course Work examinations at the end of each semester as per the provisions of the Examination Department. The student shall submit his/her dissertation by the end of the Second Semester as per the provisions of the Examination Department.
20. The Dissertation based on research work shall be evaluated separately by (a) the Guide and (b) an External Examiner.
21. For the assessment of the Dissertation, the Guide shall suggest a panel of four external examiners who are M. Phil. /Ph. D. guides (of which preferably at least one should be out of the State), out of which, the Vice Chancellor will appoint one External Examiner.
22. After receiving the External Examiner's report, the guide and the Departmental M.Phil Committee shall conduct the viva-voce examination. The average of marks awarded by the Committee members shall be awarded as marks of the viva-voce. Marks given by the external examiner shall be awarded as the Dissertation marks.
23. No External Examiner shall be given more than five dissertation for assessment in each academic year.
24. Every candidate shall submit 04 bound copies of Dissertation along with a soft copy C.D. in MS-Word (.DOC) and Adobe Acrobat (.PDF) format.
25. The dissertation shall be presented in accordance with the following specification :
 - (a) Dissertation should be in A-4 size papers
 - (b) Printing shall be in standardized format in 1.5 spacing. Font type shall be Times New Roman/Arial/Courier of 12 point size. In case of Hindi Dissertation, it must be typed using Unicode font (Arial Unicode MS / Mangal) and size should be 12.
 - (c) A margin of 4 cms. shall be made on the left side and margin of 2 cms. Shall be made on the remaining sides.
 - (d) The title of the Dissertation, name of the candidate, degree, name of the Guide/Supervisor and the month and year of submission shall be printed on the title page and the front cover.
 - (e) No ornamental bordering of the sides is permitted.
 - (f) No dedication page in dissertation is permitted.
 - (g) Page numbers should be at the bottom of each page, centered on the width.
 - (h) Set everything justified.
 - (i) Use International SI (System of Units). If other units are used, provide approximate conversion, factors for SI units.

Eligibility of M. Phil. Teacher and/or Guide

26. For teaching and/or guiding the Dissertation at the M. Phil. Level, the concerned teacher must be :
A professor in a University Teaching Department/Faculty of Studies

OR

A Reader /Associate Professor in a University Teaching Department/ Faculty of Studies or a Research centre possessing either Doctorate degree or with published five research papers in standard journals.

OR

Research Scientist working in a laboratory of national repute (Central/State Govt. having MOU with the University) possessing either Doctorate Degree or with 05 Published research papers in standard journals.

OR

An Assistant Professor in the concerned University teaching department with a Ph.D. degree or has published five research papers in standard journals.

Medium Of Instructions And Examinations

27. The medium of instructions and examinations shall be either Hindi or English.

Merit Lists

28. Merit list of first five candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
29. Final merit list shall be declared by the University only after the main examination of the Second and final semester for each subject, on the basis of the integrated performance of both the semester. The merit list shall include the first five candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

30. The candidate once registered for M.Phil. Programme shall be allowed maximum extension of six months for submission of Dissertation after his/her successful completion of stipulated two semesters within a maximum period of two years from the session of first registration. After that his/her admission along with registration shall be canceled.
31. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
32. Following the successful completion of the evaluation process and announcement of the award of M.Phil. the University shall submit a soft copy of M.Phil. thesis/dissertation to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.

ORDINANCE NO. 34**THE ORDINANCE FOR THE AWARD OF FIVE YEARS INTEGRATED DEGREES
IN ENGINEERING & TECHNOLOGY AND RELATED/ALLIED STREAMS**

1. **Title of the Degree** : The Integrated Post Graduate Five Years (Ten Semesters) Engineering Programme shall be designated as Master of Technology Integrated Programme.
2. **Dual Degree** : This is a five years choice based Integrated programme, following to Dual Degree: B.Tech.+M.Tech. and B.Tech(Hons.)+M.Tech.
3. **Name of Faculty** : (A) Faculty of Engineering & Technology
(B) Faculty of Agriculture Science & Technology
4. **Duration of the Course** : Five years (Ten semesters)
5. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Minimum 3 years diploma after 10th or minimum 2 years Diploma after 10+2, recognized by AICTE or any State Board of Technical Education.

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination. Subject to the condition that requirement of minimum obtained % shall be as per the norms of AICTE or other relevant regulatory bodies. They should have Passed in all subjects and should have following combination of subjects with respect to relevant branches/discipline of Engineering & Technology as specified by the regulatory authorities-.

Course	Combination of Subjects
B.Tech/B.Tech.(Hons.) + M.Tech	Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ 10+2 with Agriculture Stream or suitable combination of subjects.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. Admission Procedure : The eligible candidates as specified in clause 5 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

8. Branch/Specialization Distribution:

Admission to the particular branch of study shall be as decided by the University on the basis of counseling/ personal interview

9. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

10. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

11. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

12. Medium of Instruction And Examination : The medium of instruction and examination shall be English

13. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

14. Eligibility for Degree : This is a liberal/Flexible exit degree programme;

1 (A) Eligibility for Award of the B.Tech Degree:

A student shall be declared to be eligible for award of the Degree of B.Tech. at the end of VIII semester if he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) no disciplinary action is pending against him/her.
- g.) not desirous/not eligible for M.Tech. Degree.

1. (B) Eligibility for Award of the B.Tech (Hons.) Degree

In addition to the conditions prescribed for passing (as above), the B.Tech. (Honours) students must maintain an average of 6.0 or 60% upto VIII semester and acquire stipulated additional credits in addition to minimum required credits, if any, for award

of B.Tech. Degree and is not desirous to continue/not eligible for M.Tech. Degree.

2. (A) Eligibility for Award of the Integrated B.Tech+M.Tech. Degree at the end of Xth Semester:

In addition to the conditions prescribed under this ordinance for passing, the Integrated Dual Degree (B.Tech.+M.Tech.), in 1(A) (a,b,c,e and f), Students Should secured a minimum CGPA of 4.5 or 45% in aggregate overall upto VIII semester and minimum CGPA of 5.0 or 50% in aggregate in IX & Xth semester. However, the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

2. (B) Eligibility for Award of the Integrated B.Tech (Hons.)+M.Tech. Degree at the end of Xth Semester:

In addition to the conditions prescribed under this ordinance for passing Integrated Dual Degree (B.Tech.(Hons.)+M.Tech.), in 1 (A) (a,b,c,e and f), Students must maintain an average of CGPA 6.0 or 60% upto VIII semester and thereafter, minimum CGPA of 5.0 or 50% in IXth and Xth semester. However, the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

15. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

16. Maximum Duration of Completion of Course:

A candidate has to complete the entire courses/Programme of B.Tech.+M.Tech./ B.Tech(Hons.)+M.Tech. Degree ordinarily with in a maximum period of Ten years from the session of first admission. However, for any exceptional case the matter shall be

decided by the University as per the provisions of relevant rules and regulations.

- 17. General Instruction :**
- i.) The admission to the B.Tech.+M.Tech./ B.Tech(Hons.)+M.Tech. Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
 - iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

18. At present in the Faculty of Engineering and Technology, Degree of B.Tech.+M.Tech./ B.Tech(Hons.)+M.Tech. shall include the Branches/Discipline of Civil, Construction Technology & Management, Environmental Engineering & Pollution Control, Public Health Engineering, Heavy Engineering, Mechanical, Manufacturing Technology, Industrial Engineering & Management, Electrical, Power Engineering, Energy Engineering, Electronics & Communication Engineering, Tele Communication Engineering, Information Technology, Computer Science & Engineering, Cement & Ceramic Technology, Cosmetic Technology, Food Technology, Biotechnology and B.Tech.+M.Tech. programme of Agriculture Engineering shall run under Faculty of Agriculture Science and Technology.

The list of various Branches/specializations of B.Tech.+M.Tech. course shall include the current courses/programme as well as proposed in future. However, B.Tech.+M.Tech./ B.Tech(Hons.)+M.Tech. programmes with various

Branches/specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

19. In future, more Integrated Programmes of five years duration can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Five Year Integrated programmes with Dual degree with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. These programmes are offered by the Faculty of Engineering and Technology and Faculty of Agriculture Science and Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

This Ordinance shall be applicable to all five years Integrated programme with dual Degree in Engineering & Technology and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 35**THE ORDINANCE FOR THE AWARD OF FIVE YEARS INTEGRATED DEGREE IN
ENGINEERING & TECHNOLOGY WITH MANAGEMENT**

1. **Title of the Degree** : The Integrated Post Graduate Five Years (Ten Semesters) Management Programme shall be designated as Master of Business Administration Integrated Programme.
2. **Dual Degree** : This is a five years choice based Integrated programme, following to Dual Degree: B.Tech./ B.Tech(Hons.)+M.B.A.
3. **Name of Faculty** : (A) Faculty of Engineering & Technology
(B) Faculty of Agriculture Science & Technology
4. **Duration of the Course** : Five years (Ten semesters)
5. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Minimum 3 years diploma after 10th or minimum 2 years Diploma after 10+2, recognized by AICTE or any State Board of Technical Education.

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

Or

Any other examination equivalent to 10+2 by Central/State Government

And

Candidate should have secured at least 45% (40% for reserved categories) marks in aggregate or equivalent Grade in their qualifying examination. Subject to the condition that requirement of minimum obtained % shall be as per the norms of AICTE or other relevant regulatory bodies. They should have Passed in all subjects and should have following combination of subjects with respect to relevant branches/discipline of Engineering & Technology as specified by the regulatory authorities-.

Course	Combination of Subjects
B.Tech/B.Tech (Hons.)+ M.B.A.	Physics, Chemistry, Mathematics/ Physics, Chemistry, Biology/ Physics, Chemistry, Biotechnology/ 10+2 with Agriculture Stream or suitable combination of subjects.

Note: Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

7. Admission Procedure : The eligible candidates as specified in clause 5 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination

consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

8. Branch Distribution : Admission to the particular branch of study shall be as decided by the University the basis of counseling/ personal interview

9. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

10. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

11. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

12. Medium of Instruction : The medium of instruction and examination shall be English
And Examination

13. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

14. Eligibility for Degree : This is a liberal/Flexible exit degree programme;

1 (A) Eligibility for Award of the B.Tech Degree:

A student shall be declared to be eligible for award of the Degree of B.Tech./B.Sc.-Ag at the end of VIII semester if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) no disciplinary action is pending against him/her.

g.) not desirous/not eligible for M.Tech. degree.

1. (B) Eligibility for Award of the B.Tech (Hons.) Degree

In addition to the conditions prescribed for passing (as above), the B.Tech. (Honours) students must maintain an average of 6.0 or 60% upto VIII semester and acquire stipulated additional credits in addition to minimum required credits, if any, for award of B.Tech. Degree and is not desirous to continue/not eligible for M.B.A. Degree.

2. (A) Eligibility for Award of the Integrated B.Tech+M.B.A. Degree at the end of Xth Semester:

In addition to the conditions prescribed under this ordinance for passing, the Integrated Dual Degree (B.Tech+M.B.A.), in 1 (A) (a,b,c,e and f), Students Should secured a minimum CGPA of 4.5 or 45% in aggregate overall upto VIII semester and minimum CGPA of 5.0 or 50% in aggregate in IX & Xth semester. However, the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

2. (B) Eligibility for Award of the Integrated B.Tech (Hons.)+M.B.A. Degree at the end of Xth Semester:

In addition to the conditions prescribed under this ordinance for passing Integrated Dual Degree (B.Tech (Hons.)+M.B.A.), in 1 (A) (a,b,c,e and f), Students must maintain an average of CGPA 6.0 or 60% upto VIII semester and thereafter, minimum CGPA of 5.0 or 50% in IXth and Xth semester. However, the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

15. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

16. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of B.Tech./B.Tech(Hons.)+M.B.A. Degree ordinarily with in a maximum period of ten years from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

17. General Instruction : i.) The admission to the B.Tech./B.Tech(Hons.)+M.B.A. Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or

any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

18. At present in the Faculty of Engineering and Technology, Degree of B.Tech.+M.B.A./ B.Tech(Hons.)+M.B.A. shall include the Branches/Discipline of Civil, Construction Technology & Management, Environmental Engineering & Pollution Control, Public Health Engineering, Heavy Engineering, Mechanical, Manufacturing Technology, Industrial Engineering & Management, Electrical, Power Engineering, Energy Engineering, Electronics & Communication Engineering, Tele Communication Engineering, Information Technology, Computer Science & Engineering, Cement & Ceramic Technology, Cosmetic Technology, Food Technology, Biotechnology etc. plus all core subjects of management with various mix of elective or optional paper of there specialization, if any;

Similarly in case of B.Tech (Ag Engg.)+MBA shall include all related subjects of Agriculture Engineering plus all core subjects of management with various mix of elective or optional paper of there specialization in Agri Business

The list of various Branches/specializations of B.Tech.+M.B.A. course shall include the current courses/programme as well as proposed in future. However, all the programmes with various Branches/specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

19. In future, more Integrated Programme of five years duration can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Five years Integrated programmes with Dual Degree with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. The programmes of B.Tech./B.Tech(Hons.)+M.B.A. are offered by the Faculty of Engineering & Technology, and B.Tech.-Ag Engg./B.Tech-Ag Engg.(Hons.)+MBA are offered by the Faculty of Agriculture Science & Technology in association with Faculty of Management Studies recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

This Ordinance shall be applicable to all five years Integrated programme with dual Degree in Engineering & Technology and Agriculture Science & Technology with Management, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 36**THE ORDINANCE FOR THE AWARD OF FIVE YEARS INTEGRATED DEGREE IN
COMPUTER APPLICATION AND INFORMATION TECHNOLOGY**

1. **Title of the Degree** : The Integrated Post Graduate Five Years (Ten Semesters) Computer Application Programme shall be designated as Master of Computer Application Integrated Programme.
2. **Dual Degree** : This is a five years choice based Integrated programme, following to Dual Degree: BCA(Hons.)+M.C.A. and B.Sc.-IT(Hons.)+M.C.A.
3. **Name of Faculty** : Faculty of Computer Application & Information Technology
4. **Duration of the Course** : Five years (Ten semesters)
5. **Eligibility For Admission** : Candidate who have passed duly recognized following examination:-

Final examination of the 10+2 system by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any Public School/ Board /University examination in India or in any foreign country recognized as equivalent to 10+2

Or

Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

Or

General Certificate Education (GCE) Examination
(London/Cambridge/Sri Lanka) at the Advanced (A) Level

Or

Any other examination equivalent to 10+2 by Central/State
Government

And

Candidate should have secured at least 45% (40% for reserved
categories) marks in aggregate or equivalent Grade in their
qualifying examination.

Note: Candidate who is appearing or has appeared for any qualifying examination during the
current academic session as a regular or a private candidate can also apply for admission on
provisional basis, subject to the condition that the candidate must pass the qualifying
examination with require percentage of marks or equivalent grade.

6. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be
eligible for admission to these courses in accordance with the
directives of Govt. of India and/or State Government.

7. Admission Procedure : The eligible candidates as specified in clause 5 above, should
secure a place in the merit list prepared on the basis of academic
credentials or through The University entrance test/Examination
consisting of Aptitude Test/ Group Discussion/ Personal
Interview or through Counseling or the University may also use
the score card of various competitive entrance test/ examination
results of various Institute/Board/University/other Professional
Bodies/ Organizations or any other mode as decided by the
AICTE/UGC/other relevant Regulatory Bodies from time to
time.

8. Course/specialization Distribution:

Admission to the particular branch of study shall be as decided
by the University on the basis of counseling/ personal interview

- 9. Intake** : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.
- 10. Academic cycle/ year** : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.
- 11. Course Structure** : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.
- 12. Medium of Instruction And Examination** : The medium of instruction and examination shall be English and Hindi upto second semester there after, it shall be in English only.
- 13. Examination** : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.
- b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.
- 14. Eligibility for Degree** : This is a liberal/Flexible exit degree programme;
- (i) **Eligibility for Award of the BCA(Hons.) /B.Sc.-IT(Hons.)**
- A student shall be declared to be eligible for award of the Degree of BCA (Hons.) /B.Sc.-IT(Hons.) at the end of VI semester if he/ she has:
- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.

- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) no disciplinary action is pending against him/her.
- g.) not desirous/not eligible for MCA degree.

(ii) Eligibility for Award of Master of Computer Application Integrated Degree Programme: BCA(Hons.) + MCA; B.Sc-IT(Hons.) + MCA

A student shall be declared to be eligible for award of the BCA(Hons.) + MCA; B.Sc-IT(Hons.) + MCA degree at the end of X semester if he/ she has:

- a.) Completed the mathematics audit course, to meet the deficiency of mathematics, which is applicable for those students, who had not studied mathematics as their one subject in his/her qualifying examination. The mathematics audit course shall be taught in the seventh semester of the programme.
- b.) the other conditions shall be the same as mentioned above in clause (i) sub clause a, b, c, e, and f,
- c.) secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

15. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

16. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of BCA(Hons.)+M.C.A. and B.Sc.-IT(Hons.)+M.C.A. Degree ordinarily within a maximum period of ten years from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

17. General Instruction : i.) The admission to the BCA(Hons.)+M.C.A. and B.Sc.-IT(Hons.)+M.C.A. Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

18. At present in the Faculty of Computer Application & Information Technology, Integrated Degrees of BCA(Hons.)+M.C.A. and B.Sc.-IT(Hons.)+M.C.A. shall include the mix of specialization of Computer Application, Software Developing, Profession Based Software Developing, Internet Programming, Automation, Networking, Web Designing & Developing, Web casting, Information Security, Multimedia, Animation,

e-Commerce, Computer Graphics & Designing, Artificial Intelligence, Software testing & Quality Assurance, Satellite & Mobile Communication Network etc.

The list of various mix of specializations of BCA(Hons.)+M.C.A. and B.Sc.-IT(Hons.)+M.C.A. course shall include the current courses/programme as well as proposed in future. However, BCA(Hons.)+M.C.A. and B.Sc.-IT(Hons.)+M.C.A. programmes with various Branches/specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like, on-line, e-learning, face-to-face, through webinar etc.

19. In future, more Integrated programmes can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Five years Integrated programmes with Dual degrees with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. These programmes are offered by the Faculty of Computer Application & Information Technology, recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

This Ordinance shall be applicable to all five years Integrated programme with dual Degrees in Computer application & Information Technology and related/allied stream, courses except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 37**THE ORDINANCE FOR THE AWARD OF THREE YEARS DIPLOMA
PROGRAMME IN ENGINEERING & TECHNOLOGY, PHARMACY,
ARCHITECTURE**

1. **Title of the Diploma** : Diploma
 Sub-Title/Specialization : Diploma in "Name of relevant discipline of Engineering & Technology, etc"
 Diploma in "Name of relevant discipline of Pharmacy"
 Diploma in "Name of relevant discipline of Architecture"
2. **Name of Faculty** : Faculty of Engineering & Technology
3. **Duration of the Course** : Three years (Six semesters)
4. **Eligibility for Admission** : (A) For Diploma Ist year in Engineering & Technology, Pharmacy, Architecture (Three years Duration):
 Candidates had passed 10th standard/SSC Examination with at least 35% Marks at Qualifying Examination.
 (B) For Lateral Entry into the Second year of the diploma;
 12th Science with or Vocational/ Technical or 10th + (two years ITI) with appropriate specialization.
 (C) For diploma in Pharmacy, Two years Duration
 Pass 12th standard/10+2 with minimum 45% (40% for reserved Categories) at their qualifying examination with such combination of subjects as prescribed by Regulatory Bodies.
 The candidates must have passed the qualifying examinations by any recognized Central Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi or any State Board such as M.P. Board of Secondary Education Bhopal or Others.

Or

H.S.C. Vocational Examination by any recognized Central/State Board

Or

Senior Secondary School Examination conducted by the National/any State Open schooling with a minimum of five subjects of relevant and required fields.

Or

Any other examination Any Public School/ Board /University in India or any foreign country recognized as equivalent.

Note: However, candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade.

5. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

6. Admission Procedure : The eligible candidates as specified in clause 4 above, should secure a place in the merit list prepared on the basis of academic credentials or through The University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

7. Branch Distribution: Admission to the particular branch of study shall be as decided by the University on the basis of counseling/ personal interview

8. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

9. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

10. Course Structure : Course structure shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

11. Medium of Instruction : The medium of instruction and examination shall be English and Hindi.

12. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent semesters and course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

13. Eligibility for Diploma : Eligibility for Award of the Diploma

A student shall be declared to be eligible for award of the Diploma, if he/ she has:

a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Summer Training, Educational Tour, Project Work and other Assignments etc where ever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) secured a minimum CGPA of 4.5 or 45% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc;
and

f.) no disciplinary action is pending against him/her.

14. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

15. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of Diploma Programme ordinarily within a maximum period of Six years (For Three years Diploma Course) and Four Years (For two years Diploma Course) from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

16. General Instruction :

- i.) The admission to the Diploma Course/Programme Courses shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

17. At present in the Faculty of Engineering and Technology, Diploma in Engineering & Technology shall include the Branches/Discipline of Civil Engineering, Mechanical

Engineering, Electrical Engineering, Electronics & Communication Engineering, Information Technology, Computer Science & Engineering, Cement & Ceramic Technology, Cosmetic Technology, Food Technology, Biotechnology, Architecture, Pharmacy etc. and Diploma in Agriculture Engineering shall run in the Faculty of Agriculture Science and Technology.

The above list of various Branches/Discipline of Diploma Programme shall include the current courses/programme as well as proposed in future. However, all Diploma programmes with various Branches/Discipline shall run and governed through this ordinance.

The above Diploma Programmes shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

18. These Diploma programmes are offered by the Faculty of Engineering and Technology and Faculty of Agriculture Science and Technology recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
19. In future, more Branches/Disciplines of various Diploma Programmes can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
20. The University shall also offer more number of Three years Diploma programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
21. This Ordinance shall be applicable to all Diploma Programmes (Three years/Two years) in Engineering & Technology, Pharmacy, Architecture and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 38**THE ORDINANCE FOR THE AWARD OF EXECUTIVE POST GRADUATE
DIPLOMA IN MANAGEMENT AND RELATED/ALLIED STREAMS**

1. Title of the Degree : Executive Post Graduate Diploma in Management (“Executive PGDM”)

2. Name of Faculty : Faculty of Management Studies

3. (A) Course Name : “Executive PGDM” (Regular) Full Time

(i) Duration of the Course : Fifteen Months- for Regular Course

(ii) Eligibility For Admission : For “Executive PGDM” (Regular)

Every applicant for admission to the “Executive PGDM” (Regular) shall possess following educational qualification:-

Candidate should be a graduate in any discipline with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent or any open University. However, the graduate degree should be with three years study after passing 12th class examination of (10+2) scheme or equivalent (10+2+3) year system or any equivalent examination.

Or

The candidate should possess professional/Technical Degree in any field like Engineering, Technology, Information Technology, Medical Science, veterinary Science, Agriculture Science, Pharmacy, Law etc. with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade from any Indian University or foreign University or Institute recognized by the University as equivalent.

Or

Associate membership of any professional bodies which is recognized by the University as equivalent to any UG or PG

Degree with at least 50% (45% for reserved categories) marks in aggregate or equivalent grade.

AND

Candidate should have minimum Five years of working/Professional experience in Managerial/ Executive or Supervisory Cedar etc.

3. (B) Course Name : “Executive PGDM” (Part Time)

(i) Duration of Course : Eighteen Months

(ii) Eligibility for Admission of “Executive PGDM” (Part Time) :-

1. Graduate in any discipline or any degree as mentioned above in 3 (A). However there is no requirement of minimum of 50% marks.
2. For part time “Executive PGDM” Candidates must possess atleast two years full time work experience in a registered firm/ company/ industry/ educational and/ Government, autonomous organizations in the relevant field in which admission is sought.

4. Eligibility for Admission to NRI /other privileged Candidates:-

Non-resident Indian and other privileged candidate shall be eligible for admission to these courses in accordance with the directives of Govt. of India and/or State Government.

5. Admission Procedure : The eligible candidates as specified in clause 3 above, should secure a place in the merit list prepared on the basis of academic credentials or through the University entrance test/Examination consisting of Aptitude Test/ Group Discussion/ Personal Interview or through Counseling or the University may also use the score card of various competitive entrance test/ examination results of various Institute/Board/University/other Professional Bodies/ Organizations or any other mode as decided by the AICTE/UGC/other relevant Regulatory Bodies from time to time.

6. Specialization Distribution : Admission to a particular stream/ specialization of “Executive PGDM” Course/Programme shall be as decided by the University on the basis of either merit or counseling or personal interview.

7. Intake : The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

8. Academic cycle/ year : There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

9. Course Structure : The Course structure “Executive PGDM” (Regular) and (Part-Time) shall be as per the recommendation of the concerned Board of studies of the faculty of the University duly approved by the Academic Council.

10. Medium of Instruction : The medium of instruction and examination shall be English
And Examination

11. Examination : a.) Examinations will be conducted as per the appropriate Statutes, Ordinances and Regulations made in this respect. The scheme of examination, promotion to subsequent course of studies shall be as per the recommendations of the concerned Board of Studies with due approval of Academic Council.

b.) The studies and examination of these courses shall be on the basis of either marks/ marks-cum-credit/ credit system as recommended by the concerned Board of Studies from time to time.

12. Eligibility for Degree : Eligibility for Award of the “Executive PGDM” Course

A student shall be declared to be eligible for award of the Course/Programme with various specializations if he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work,

Dissertation/ Thesis and other Assignments etc. whichever applicable.

b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;

c.) earned the specified credits in all the categories of subjects if applicable;

d.) Secured a minimum CGPA of 5.0 or 50% in aggregate or equivalent Grade overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.

e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and

f.) No disciplinary action is pending against him/her.

13. Attendance Requirement: A candidate must have at least 75% attendance. Provided that, in case of illness or because of other reasonable cause it shall be relaxed by the Vice Chancellor as admissible within applicable regulations.

14. Maximum Duration of Completion of Course:

A candidate has to complete the entire course of "Executive PGDM" (regular and part time) Programme ordinarily within a maximum period of Thirty months and Thirty Six months respectively from the session of first admission. However, for any exceptional case the matter shall be decided by the University as per the provisions of relevant rules and regulations.

15. General Instruction : i.) The admission to all kinds & modes of "Executive PGDM" Course shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.

iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

16. The various specializations in the “Executive PGDM” (Regular & Part Time) programmes in the Faculty of Management Studies shall include Marketing, Finance, Human Resources, Information Technology, Banking & Insurance, Agri-Business, Manufacturing & Production, Industrial Management, Advertising and public relation, Energy Management, Communication & Media Management, Entrepreneurship, Materials Management, Logistic & Supply Chain Management, International Business, Retail Management, Rural Management, Tourism Management, Hospital Administration, NGO Management, Pharmaceutical Management, Telecom Management, Operation Research, Event Management, Infrastructure Management etc.

The list of various specializations of “Executive PGDM” courses/programme shall include the current courses/programme as well as proposed in future. However, all “Executive PGDM” programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

17. These programmes are offered by the Faculty of Management Studies, Faculty of Agriculture Science & Technology and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.

18. In future, more specializations/courses/programmes of Post Graduate Diploma can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
19. The University shall also offer more number of "Executive PGDM" programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
20. This Ordinance shall be applicable to all "Executive PGDM" (Regular & Part Time), and other P.G. Diploma in Management and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

ORDINANCE NO. 39
ORDINANCE FOR ONE YEAR (TWO SEMESTER)
UNDER GRADUATE DEGREE COURSES

Course & Faculty

1. This ordinance shall be applicable to all one year (two semesters) Under Graduate degree courses except those for which the University has separate ordinances. These courses shall be run on semester system.
 - a. At present the degrees covers under this ordinance are Bachelor of Library & Information Sciences (BLib.Sc.) and in near future Bachelor of Physical Education (B.P.Ed), Bachelor of Education (B.Ed.) etc.
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council with taking care of the norms of the concerned regulatory body.
 - c. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools/Centers of this University.

Duration

3. The duration of these courses of study shall extend over two semesters.

Intake

4. The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

Academic Year

5. There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

Eligibility

6. Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognised University or an equivalent body.
 - B.Lib.Sc. - Passed graduate examination with any subject from any recognised University or as equivalent.
 - B.P.Ed - Passed graduate examination with any subject from any recognised University or as equivalent.
 - B.Ed. - Passed graduate examination with any subject from any recognised University or as equivalent.

Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 30 days of admission.

Eligibility for new courses under this ordinance shall be defined by the concerned Board of studies of the University.

Admission Procedure

7. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications in news papers, on the University's website, notice board of the University and in other publicity media before the start of every cycle.
 - (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
 - (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
 - (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
 - (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
 - (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

8. The under graduate course in semester system shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
9. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change

number of papers and /or marking scheme of the course after the due approval of Vice Chancellor.

10. In subject with no practical there shall be 8 papers of 100 marks each and project report with viva of 200 marks (Viva will be 20%) distributed in different semester as under

Semester	Theory	Practical	Project Report
First	4	-	-
Second	4	-	1

11. In subject with practical there will be 8 papers of 100 marks each. 2 practical with viva of 100 marks each and project report with viva of 200 marks (Viva will be 20%) distributed in different semester as under

Semester	Theory	Practical	Project Report
First	4	1	-
Second	4	1	1

Medium Of Instructions And Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Examination Scheme

13. No candidate shall be allowed to take the term-end Semester Examination unless one has:

- Attended at least 75% of lectures / practical delivered.
- Paid all the fees due
- Obtained 'No Dues' certificate from the concerned Department/college.
- Submitted the job internship certificate / Project Report, as notified by the Director/ Head/ Principal.
- Received in-plant training as prescribed by the Director/ Head/ Principal.
- No disciplinary action is pending against him/her.

Clause (i) above shall not be applicable to private candidates.

14. Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
- Main examination will carry 70 percent marks,
- For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 45% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.
- There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 40%.

Promotion to Next Semester & Failed Candidate

15. There shall be no supplementary or second examination in between the semester exam.
16. A candidate may provisionally continue his/her studies in next higher semester/class, after the examinations of the concerned semester, in which he/she appeared is over, however, his/her eligibility shall be evaluated only after the results of the semesters examinations are declared in which he/she had appeared.
17. If candidate fails in any papers in any semester examination even then he/she shall be allowed to keep the term (ATKT) or retained the failed papers as their backlog and promoted to the next higher semester. Candidate shall be eligible to carry the backlog papers of semester examination till he/she reaches the final semester.
18. The student is eligible to get the mark-sheet of every semester examination or the evaluation report, if any. If a candidate fails in some papers of the first semester and clears the second semester, his result will be with-held. In such situation, mark sheet for first semester will be issued separately and a composite mark sheet will be issued in the second semester once the candidate clears all the papers. However the final mark-sheet of the course as well as the degree shall be issued only when student shall be declared pass in all components of the examination i.e. theory papers, practicals and internal assessment as well as the project work, if any, of entire course. A candidate will be eligible for the award of degree, only in the year when he/she passes, all the components of the examination of all the semesters.
19. The student shall also be eligible to appear in all the failed papers even after the completion of his one year of regular studies of the course to clear his backlog papers till his registration is valid in the University for the said course.
20. In case the student shall not pass in all the components of examination of all semesters even after the prescribed maximum duration (two years) of course then the registration of student shall be cancelled and his name has been removed from the roll list of the University, however, the student shall be eligible to re-register him self in the University, if he/she intends to appear in the examination of his/her remaining papers/practicals etc. in which he/she is failed, such students shall be allowed when student shall pay the prescribed fees for the re-registration and the examination fees, lab fee along with the other necessary fee with the permission of the Vice-Chancellor.

Provided that, such student shall be allowed maximum two times in his failed papers and practicals only. In case even then student is unable to pass in all components of the course then his/her name shall be removed finally from the roll list of the University and student is not allowed to further re-register for the same course in the University.

Allocation of Division and Grace Marks

21. Division shall be awarded only after the final semester examination, based on integrated performance of the candidate in all the semester/years of the course. The Division shall be awarded on the basis of Marks obtained in all the components of the every examination of the course.

60% or above	-	First Division
50% or above but less than 60%	-	Second Division

Above 45% but less than 50%

-

Third Division

22. If a student fails in any subject in semester examination, then a maximum of five marks shall be given to student as Vice-Chancellor Grace marks, likewise a student shall be given a maximum of five marks for his division improvement.

Award of Degree

A student shall be declared to be eligible for award of the degree in the concerned field/area of the studies if, he/ she has:

- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned semester examinations.
- b.) successfully completed and passed all concerned semester examinations with minimum prescribed passing marks as per the provisions made for this purpose.
- (c) Secured a minimum 45% in aggregate. However the award of the Division/Class shall be as per provisions made for this purpose.

Merit Lists

23. Merit list of each course/programme shall consist of first 10 candidates in the order of merit shall be declared at the end of final semester examination from amongst the candidates who have passed all semester examination in one attempt.
24. However, the various kinds of the merit list like, course wise merit list, department/institute wise merit list, faculty wise merit list as well as the University merit list shall be prepared as per the relevant norms and procedures mentioned in the concerned rules & regulation of the University.

Maximum Duration of Completion of Course

25. A candidate has to complete the entire course of degree within a maximum period of two years from the session of first admission.

General

26. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances, regulations and directives of the University. Along with the general rules & regulations and specific provisions, if any also, so far as they are not inconsistent with the provisions of this ordinance.
27. The admission to these Courses/programme shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
28. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
29. For matters not covered in this specific ordinance, General rules, regulations and directives of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

ORDINANCE NO. 40**ORDINANCE FOR ONE YEAR (TWO SEMESTER)
POST GRADUATE PG DIPLOMA COURSES****Course & Faculty**

1. This ordinance shall be applicable to all one year Post Graduate Diploma courses except those for which the University has separate ordinances. These courses shall be run on semester system.
 - a. At present the courses covers under this ordinance are Post Graduate Diploma in Computer Applications (PGDCA), Post Graduate PG Diploma in Hardware Engineering (PGDHE), Post Graduate PG Diploma in Rural Development (PGDRD) Post Graduate PG Diploma in Retail Management (PGDRM), Post Graduate PG Diploma in Fashion Design (PGDFD), Post Graduate PG Diploma in Business Management (PGDBM), Post Graduate PG Diploma in Information Technology (PGDIT), Post Graduate PG Diploma in Environment and Pollution Management (PGDEPM), Post Graduate PG Diploma in Marketing Management(PGDMM), Post Graduate PG Diploma in Financial Management (PGDFM), etc.
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - c. More PG Diploma programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools/ Centers of this University.

Duration

3. The duration of these courses of study shall extend over two semesters.

Intake

4. The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

Academic Year

5. There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

Eligibility

6. Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.

PGDCA - Passed the graduation course from any recognized University or its equivalent.

PGDHE - Passed the graduation course from any recognized University or its equivalent.

PGDRD - Passed the graduation course from any recognized University or its equivalent.

PGDRM - Passed the graduation course from any recognized University or its equivalent.

PGDFD - Passed the graduation course from any recognized University or its equivalent.

PGDBM - Passed the graduation course from any recognized University or its equivalent.

PGDIT - Passed the graduation course from any recognized University or its equivalent.

PGDEPM - Passed the graduation course from any recognized University or its equivalent.

PGDMM - Passed the graduation course from any recognized University or its equivalent.

PGDFM - Passed the graduation course from any recognized University or its equivalent.

Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 30 days of admission.

Eligibility for new courses under this ordinance shall be defined by the concerned Board of studies of the University.

Admission Procedure

7. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications in news papers, on the University's website, notice board of the University and in other publicity media before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.

- The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

8. The post graduate PG Diploma course in semester system shall consist of:
- a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
9. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice Chancellor.
10. In subject with no practical there shall be 10 papers of 100 marks each and project report with viva of 200 marks (Viva will be 20%) distributed in different semester as under

Semester	Theory	Practical	Project Report
First	5	-	-
Second	5	-	1

11. In subject with practical there will be 10 papers of 100 marks each. 2 practical with viva of 100 marks each and project report with viva of 200 marks (Viva will be 20%) distributed in different semester as under

Semester	Theory	Practical	Project Report
First	5	1	-
Second	5	1	1

Medium Of Instructions And Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Examination Scheme

13. No candidate shall be allowed to take the term-end Semester Examination unless one has:
- (i) Attended at least 75% of lectures / practical delivered.
 - (ii) Paid all the fees due
 - (iii) Obtained 'No Dues' certificate from the concerned Department/college.
 - (iv) Submitted the job internship certificate / Project Report, as notified by the Director/ Head/ Principal.

- (v) Received in-plant training as prescribed by the Director/ Head/ Principal.
- (vi) No disciplinary action is pending against him/her.

Clause (i) above shall not be applicable to private candidates.

14. Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.
 - (a) 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
 - (b) Main examination will carry 70 percent marks,
 - (c) For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 45% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.
 - (d) There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 40%.

Promotion to Next Semester & Failed Candidate

15. There shall be no supplementary or second examination in between the semester exam.
16. A candidate may provisionally continue his/her studies in next higher semester/ class, after the examinations of the concerned semester, in which he/she appeared is over, however, his/her eligibility shall be evaluated only after the results of the semesters examinations are declared in which he/she had appeared.
17. If candidate fails in any papers in any semester examination even then he/she shall be allowed to keep the term (ATKT) or retained the failed papers as their backlog and promoted to the next higher semester. Candidate shall be eligible to carry the backlog papers of semester examination till he/she reaches the final semester.
18. The student is eligible to get the mark-sheet of every semester examination or the evaluation report, if any. If a candidate fails in some papers of the first semester and clears the second semester, his result will be with-held. In such situation, mark sheet for first semester will be issued separately and a composite mark sheet will be issued in the second semester once the candidate clears all the papers. However the final mark-sheet of the course as well as the PG Diploma shall be issued only when student shall be declared pass in all components of the examination i.e. theory papers, practicals and internal assessment as well as the project work, if any, of entire course. A candidate will be eligible for the award of PG Diploma, only in the year when he/she passes, all the components of the examination of all the semesters.
19. The student shall also be eligible to appear in all the failed papers even after the completion of his one year of regular studies of the course to clear his backlog papers till his registration is valid in the University for the said course.
20. In case the student shall not pass in all the components of examination of all semesters even after the prescribed maximum duration (two years) of course then the registration of student shall be cancelled and his name has been removed from the roll list of the University, however, the student shall be eligible to re-register him self in the University, if he/she intends to appear in the examination of his/her remaining

papers/practicals etc. in which he/she is failed, such students shall be allowed when student shall pay the prescribed fees for the re-registration and the examination fees, lab fee along with the other necessary fee with the permission of the Vice-Chancellor.

Provided that, such student shall be allowed maximum two times in his failed papers and practicals only. In case even then student is unable to pass in all components of the course then his/her name shall be removed finally from the roll list of the University and student is not allowed to further re-register for the same course in the University.

Allocation of Division and Grace Marks

21. Division shall be awarded only after the final semester examination, based on integrated performance of the candidate in all the semester/years of the course. The Division shall be awarded on the basis of Marks obtained in all the components of the every examination of the course.

60% or above	-	First Division
50% or above but less than 60%	-	Second Division
Above 45% but less than 50%	-	Third Division

22. If a student fails in any subject in semester examination, then a maximum of five marks shall be given to student as Vice-Chancellor Grace marks, likewise a student shall be given a maximum of five marks for his division improvement.

Award of Post Graduate Diploma

A student shall be declared to be eligible for award of the PG Diploma in the concerned field/area of the studies if, he/ she has:

a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned semester examinations.

b.) successfully completed and passed all concerned semester examinations with minimum prescribed passing marks as per the provisions made for this purpose.

(c) Secured a minimum 45% in aggregate. However the award of the Division/Class shall be as per provisions made for this purpose.

Merit Lists

23. Merit list of each course/programme shall consist of first 10 candidates in the order of merit shall be declared at the end of final semester examination from amongst the candidates who have passed all semester examination in one attempt.

24. However, the various kinds of the merit list like, course wise merit list, department/institute wise merit list, faculty wise merit list as well as the University merit list shall be prepared as per the relevant norms and procedures mentioned in the concerned rules & regulation of the University.

Maximum Duration of Completion of Course

25. A candidate has to complete the entire course of PG Diploma within a maximum period of two years from the session of first admission.

General

26. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances, regulations and directives of the University. Along with the general rules & regulations and specific provisions, if any also, so far as they are not inconsistent with the provisions of this ordinance.
27. The admission to these Courses/programme shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
28. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
29. For matters not covered in this specific ordinance, General rules, regulations and directives of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

DINANCE NO. 41
ORDINANCE FOR ONE YEAR (TWO SEMESTER)
DIPLOMA COURSES

Course & Faculty

1. This ordinance shall be applicable to all one year (two semester) diploma courses except those for with the University has separate ordinances. These courses shall be run on semester system.
 - a. At present the diplomas covers under this ordinance are Diploma in Computer Applications (DCA), Diploma in Computer Education (DCEd) and in near future Diploma in Teachers Training (DTT), Diploma in Education (DEd), Diploma in Physical Education (D.Ph.Ed), Diploma in Elementary Education (D.El.Ed), Diploma in Library & Information Science (D.Lib.I.Sc.), etc.
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council with taking care of the norms of the concerned regulatory body.
 - c. More diploma programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools /Centres of this University.

Duration

3. The duration of these courses of study shall extend over two semesters.

Intake

4. The Intake for each of these courses shall be decided by the University from time to time, taking care of the norms of the concerned regulatory body.

Academic Year

5. There will be one/ two academic cycle for these courses every year like Summer & Winter as decided by the University.

Eligibility

6. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.
 - DCA - Passed 10+2 examination with any subjects.
 - DCTT - Passed 10+2 examination with any subjects
 - DCEd - Passed 10+2 examination with any subjects
 - DEd - Passed 10+2 examination with any subjects

Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.

Eligibility for new courses under this ordinance shall be defined by the concerned Board of studies of the University.

Admission Procedure

7. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications in news papers, on the University's website, notice board of the University and in other publicity media before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees is not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

8. The diploma course in semester system shall consist of:

- a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
9. The course curriculum of each diploma shall be designed to meet the specific requirement of the each category of students including the recent changes, development and innovation in the concerned area of knowledge recommended by concerned Board of Studies and approved by Academic council of the University. The Academic council

of the University on the recommendation of the concerned Board of Studies may change number of papers and /or examination & evaluation scheme of the course.

10. In subject with no practical there shall be 10 papers of 100 marks each and project report with viva of 200 marks (Viva will be 20%) distributed in different semester as under

Semester	Theory	Practical	Project Report
First	5	-	-
Second	5	-	1

11. In subject with practical there will be 10 papers of 100 marks each. 2 practical with viva of 100 marks each and project report with viva of 200 marks (Viva will be 20%) distributed in different semester as under

Semester	Theory	Practical	Project Report
First	5	1	-
Second	5	1	1

Medium Of Instructions And Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Examination Scheme

13. No candidate shall be allowed to take the term-end Semester Examination unless one has:

- Attended at least 75% of lectures / practical delivered.
- Paid all the fees due
- Obtained 'No Dues' certificate from the concerned Department/college.
- Submitted the job internship certificate / Project Report, as notified by the Director/ Head/ Principal.
- Received in-plant training as prescribed by the Director/ Head/ Principal.
- No disciplinary action is pending against him/her.

Clause (i) above shall not be applicable to private candidates

14. Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
- Main examination will carry 70 percent marks,
- For passing the examination; the candidate that be required to secure at least 40% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 45% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.
- There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 40%.

Promotion to Next Semester & Failed Candidate

15. There shall be no supplementary or second examination in between the semester exam.
 16. A candidate may provisionally continue his/her studies in next higher semester/ class, after the examinations of the concerned semester, in which he/she appeared is over, however, his/her eligibility shall be evaluated only after the results of the semesters examinations are declared in which he/she had appeared.
 17. If candidate fails in any papers in any semester examination even then he/she shall be allowed to keep the term (ATKT) or retained the failed papers as their backlog and promoted to the next higher semester. Candidate shall be eligible to carry the backlog papers of semester examination till he/she reaches the final semester.
 18. The student is eligible to get the mark-sheet of every semester examination or the evaluation report, if any. If a candidate fails in some papers of the first semester and clears the second semester, his result will be with-held. In such situation, mark sheet for first semester will be issued separately and a composite mark sheet will be issued in the second semester once the candidate clears all the papers. However the final mark-sheet of the course as well as the diploma shall be issued only when student shall be declared pass in all components of the examination i.e. theory papers, practicals and internal assessment as well as the project work, if any, of entire course. A candidate will be eligible for the award of diploma, only in the year when he/she passes, all the components of the examination of all the semesters.
 19. The student shall also be eligible to appear in all the failed papers even after the completion of his one year of regular studies of the course to clear his backlog papers till his registration is valid in the University for the said course.
 20. In case the student shall not pass in all the components of examination of all semesters even after the prescribed maximum duration (two years) of course then the registration of student shall be cancelled and his name has been removed from the roll list of the University, however, the student shall be eligible to re-register him self in the University, if he/she intends to appear in the examination of his/her remaining papers/practicals etc. in which he/she is failed, such students shall be allowed when student shall pay the prescribed fees for the re-registration and the examination fees, lab fee along with the other necessary fee with the permission of the Vice-Chancellor.
- Provided that, such student shall be allowed maximum two times in his failed papers and practicals only. In case even then student is unable to pass in all components of the course then his/her name shall be removed finally from the roll list of the University and student is not allowed to further re-register for the same course in the University.

Allocation of Division and Grace Marks

21. Division shall be awarded only after the final semester examination, based on integrated performance of the candidate in all the semester/years of the course. The Division shall be awarded on the basis of Marks obtained in all the components of the every examination of the course.

60% or above	-	First Division
50% or above but less than 60%	-	Second Division
Above 45% but less than 50%	-	Third Division

22. If a student fails in any subject in semester examination, then a maximum of five marks shall be given to student as Vice-Chancellor Grace marks, likewise a student shall be given a maximum of five marks for his division improvement.

Award of Diploma

A student shall be declared to be eligible for award of the diploma in the concerned field/area of the studies if, he/ she has:

- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned semester examinations.
- b.) successfully completed and passed all concerned semester examinations with minimum prescribed passing marks as per the provisions made for this purpose.
- (c) Secured a minimum 45% in aggregate. However the award of the Division/Class shall be as per provisions made for this purpose.

Merit Lists

- 23. Merit list of each course/programme shall consist of first 10 candidates in the order of merit shall be declared at the end of final semester examination from amongst the candidates who have passed all semester examination in one attempt.
- 24. However, the various kinds of the merit list like, course wise merit list, department/institute wise merit list, faculty wise merit list as well as the University merit list shall be prepared as per the relevant norms and procedures mentioned in the concerned rules & regulation of the University.

Maximum Duration of Completion of Course

- 25. A candidate has to complete the entire course of diploma within a maximum period of two years from the session of first admission.

General

- 26. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances, regulations and directives of the University. Along with the general rules & regulations and specific provisions, if any also, so far as they are not inconsistent with the provisions of this ordinance.
- 27. The admission to these Courses/programme shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- 28. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- 29. For matters not covered in this specific ordinance, General rules, regulations and directives of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

ORDINANCE NO. 42
CERTIFICATE, DIPLOMA AND ADVANCE DIPLOMA COURSES IN
VARIOUS VOCATIONAL & TECHNICAL TRADES, AND IN NUMEROUS
JOB ORIENTED SKILLS INCLUDING SOFT SKILL

Preamble

The Certificate, Diploma & Advance Diploma courses for skill up gradation training in various vocational & technical trades and in numerous skills including soft skills with the aim to generate more employability by providing specific knowledge and practices in the subject with an important component of entrepreneurship in all its programmes. Keeping in view the needs of target group, the thrust is on providing more vocational and community oriented courses. These courses cover almost all sectors of the society not only in the technical & engineering context but also in entrepreneurship development. Surely these courses will promote job employability as well as self employment and make people technically sound and job providers in spite of job seekers.

The Honorable President of India observed in the 78th Conference of Association of Indian Universities:

“Can the Universities, as part of their programme, impart training to the students in computer hardware, computer software, electrical/electronics/ mechanical maintenance, re-conditioning of agricultural implements etc. and provide a Certificate or Diploma, depending upon their proficiency. This may provide immediate employment potential to the graduates.”

It is obvious that the focus of the Honorable President was on employment generation through high end technology, which is also envisaged in these courses.

Course & Faculty

1. This ordinance shall be applicable to the Certificate, Diploma & Advance Diploma courses in various Vocational & Technical trades and in numerous job oriented skills including soft skills. These programmes are offered by concerned Faculty approved by the Board of Studies and Academic Council.
 - a. The Certificate, Diploma & Advance Diploma courses can be offered under this ordinance on the recommendations of the concerned Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools/centres/ research centres/ extension centres/ training centres of this University.

3. More number of the various programmes on the above titles can be offered under this ordinance on the recommendations of the various Board of Studies from time to time in all concerned and relevant fields/ areas of knowledges.

Duration

4. The duration of these courses of study shall extend over four weeks to fifty two weeks (One Months to Twelve Months duration). A table of few identified courses with their name, eligibility and duration is enclosed.

Intake

5. The intake for each of these courses shall be decided by the concerned Board of Studies and approved by Board of Management of the University from time to time, duly approved by the regulatory body.

Academic Year

6. Normally these programmes will be offered in various academic cycles, every year depending upon the nature & duration of each programme/course.
7. These programmes can also be offered at any suitable time by the concerned departments as and when the infrastructure and faculty & supporting staff is available. These programmes can also be offered at special request of group of a People/ Community and in collaboration from government departments / industries / other organizations as per their specific need, the new modules/courses shall also be prepared along with suitability of timing & duration.

Eligibility

8. Candidates seeking admission to these courses must have the required qualification as decided by the concerned Board of Studies/Departments of the University for each Course. A table of few identified courses with their name, eligibility and duration is enclosed.

Admission Procedure

9. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications in news papers, on the University's website, notice board of the University and in other publicity media before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
- The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. the Certificate, Diploma & Advance Diploma courses in various Vocational & Technical trades and in numerous job oriented skills including soft skills shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in-plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
11. The course curriculum of each course shall be based on recommendations of the Board of Studies of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or Examination & Evaluation scheme of the course after the due approval of Vice Chancellor.
12. If required in a programme a student shall be required to submit a project report based on the areas of his / her specialization/interest/ assigned work. The project report certified by the concerned organization and the concerned coordinator/teacher shall be submitted in one copy to the University for evaluation.

Medium of Instructions and Examinations

13. The medium of instructions and examinations shall be either Hindi or English.

Examination Scheme

14. No candidate shall be allowed to appear in Examination unless one has:
 - (vii) Attended at least 75% of lectures / practical delivered.
 - (viii) Paid all the fees due
 - (ix) Obtained 'No Dues' certificate from the concerned Department/Schools/ Centres.
 - (x) Submitted the job internship certificate / Project Report, as notified by the Director/ Head/ Principal.
 - (xi) Received in-plant training as prescribed by the Director/ Head/ Principal.
 - (xii) No disciplinary action is pending against him/her.

15. Each student shall have to appear in the examination of theory/practical and continuous comprehensive examination system (CCE)/internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- (a) 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each).
- (b) Main examination will carry 70 percent marks,
- (c) For passing the examination; the candidate that be required to secure at least 36% marks in University examination separately in the term-end Theory, practical and Internal Assessment in each of the prescribed paper and aggregate of 40% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.
- (d) There will be an external examiner to evaluate the project report, if any. The minimum passing marks for project work will be 40%.

16. Each Certificate program shall have One theory and One Practical Paper. The Diploma/Advance Diploma Courses may have more than one theory / practical papers that are decided by the concerned Board of Studies for each course.

Allocation of Division and Grace Marks

17. Division shall be awarded only after the final examination, based on integrated performance of the candidate in all the components of examinations of the course. The Division shall be awarded on the basis of Marks obtained in all the components of the every examination of the course.

60% or above	-	First Division
50% or above but less than 60%	-	Second Division
Above 40% but less than 50%	-	Third Division

18. If a student fails in any subject in the examination, then a maximum of five marks shall be given to student as Vice-Chancellor Grace Marks, likewise a student shall be given a maximum of five marks for his division improvement.

Award of Advance Diploma/Diploma/Certificate

A student shall be declared to be eligible for award of the Advance diploma/ Diploma/ Certificate in the concerned field/area of the studies if, he/ she has:

- a.) Registered and successfully completed all subjects of core courses, optional and specialized Courses, Management Lab classes/practices, Including Seminars, Workshops, Presentations, Group Discussion, Field Work, Industrial Visit, Industrial training, Paper presentation & Publications, Project Work and other Assignments etc. whichever applicable for the concerned examinations.
- b.) successfully completed and passed all concerned examinations with minimum prescribed passing marks as per the provisions made for this purpose.
- c) Secured a minimum 40% in aggregate. However the award of the Division/Class shall be as per provisions made for this purpose.

Maximum Duration of Completion of Course

19. A candidate has to complete the entire course of concerned certificate/diploma/advance diploma programme within a maximum period of double of their minimum prescribed duration from the session of first admission.

General

20. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances, regulations and directives of the University. Along with the general rules & regulations and specific provisions, if any also, so far as they are not inconsistent with the provisions of this ordinance.
21. The admission to these Courses/programme shall be governed in accordance and provisions with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
22. The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
23. For matters not covered in this specific ordinance, General rules, regulations and directives of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.

LIST OF VOCATIONAL CERTIFICATE & DIPLOMA COURSES

S. No.	Course	Duration	Eligibility
Department of Science and Applied Science			
1	Certificate in Analytical Chemistry	6 Months	B.Sc.
2	Certificate in Biotechnology	6 Months	12th Pass with Biology / Maths
3	Certificate in Computational Mathematics	3 Months	12th Pass with Maths
Department of Fashion Designing			
1	Certificate in Cutting, Tailoring And Dress Making (CCTDM)	12 Months	10th Pass
2	Certificate in Fashion Designing	12 Months	10th Pass
Department of Education			
1	Certificate in Early Childhood and Education	12 Months	10th Pass
2	Diploma in Nursery (Pre-Primary) Teachers Training (NTT)	12 Months	10 th Pass
3	Certificate in Primary Teaching (CPT)	6 Months	12 th Pass
4	Certificate in Primary Curriculum and Instructions (CPC)	6 Months	12 th Pass with Certificate in Primary Teaching (CPT) or equivalent
Department of Commerce and Financial Studies			
1	Certificate in Accounting & Auditing	6 Months	12th Pass
2	Certificate in Banking	3 Months	12th Pass with Commerce / Maths
3	Certificate in Banking & Finance	6 Months	12th Pass with

			Commerce / Maths
4	Certificate in Export Procedure & Documentation	6 Months	12th Pass with Commerce
5	Certificate in Financial Accounting (CFA)	6 Months	12th Pass
6	Certificate in Import-Export Management	6 Months	12th Pass
7	Certificate in Taxation	6 Months	12th Pass
8	Diploma in Accounting & Auditing	6 Months	12th Pass with commerce / Maths
9	Diploma in Banking	6 Months	12th Pass with commerce/maths
10	Diploma in Taxation	12 Months	12th Pass with commerce
Department of Business Administration & Management			
1	Certificate in Hospitality Management	6 Months	10th Pass
2	Certificate in Human Resource Management	6 Months	Graduate
3	Certificate in Personal Secretary ship	6 Months	10th Pass
4	Certificate in Retail Management	6 Months	12th Pass
5	Certificate in Security Guards Management	6 Months	12th Pass
6	Certificate in Statistical Quality Control	6 Months	12th Pass
Faculty of Engineering and Technology			
1	Certificate in AutoCAD	3 Months	Diploma in Engg./Graduate in any Subject
2	Certificate in Diesel Engine Repairing (CDER)	6 Months	10th Pass
3	Certificate in Electrical Technician (CET)	1 year	12th Pass
4	Certificate in Electronic Equipment Maintenance	1 year	12th Pass
5	Certificate in Hi-Tech Welding Technology (CHWT)	6 Months	10th Pass
6	Certificate in Industrial Safety	6 Months	10th Pass

7	Certificate in Industrial Safety & ISO 14000 Series	12 Months	10th Pass
8	Certificate in Inverter & UPS Repairing	6 Months	10th Pass
9	Certificate in Mobile & Telephone Instrument	3 Months	10th Pass
10	Certificate in Mobile And Telephone Instruments Repairing (CMTIR)	3 Months	10th Pass
11	Certificate in Motor & Transformer Winding	3 Months	10th Pass
12	Certificate in Radio And TV Technician (CRTT)	12 Months	12th Pass
13	Certificate in Refrigeration and Air-conditioning	6 Months	12th Pass
14	Certificate in Stenography (Hindi/ English)	6 Months	10th Pass
15	Certificate in Stereo & CD Player Repairing	6 Months	12th Pass
16	Diploma in Diesel Engine Repairing (DDER)	12 Months	10th Pass
17	Diploma in Electronic Equipment Maintenance	12 Months	10th Pass
Faculty of Computer Application & Information Technology			
1	Certificate in 'C' Programming	3 Months	10th Pass
2	Certificate in Computer Applications	3 Months	10th Pass
3	Certificate in 'C++' Programming	3 Months	10th Pass
4	Certificate in Client Server Technology (CCST)	3 Months	10th Pass
5	Certificate in Computer Hardware & Networking	6 Months	12th Pass
6	Certificate in Computer Networking (CCN)	3 Months	10th Pass
7	Certificate in Computer Programming	3 Months	10th Pass
8	Certificate in Computerized Fashion Designing (CCFD)	6 Months	10th Pass
9	Certificate in Computerized Financial Accounting	6 Months	10th Pass
10	Certificate in Desk Top Publishing (CDTP)	3 Months	10th Pass
11	Certificate in DTP With Computerized Design Development in Textile Printing	6 Months	10th Pass

12	Certificate in Java Programming (CJP)	3 Months	12th Pass
13	Certificate in Laptop Repairing (CLR)	6 Months	12th Pass
14	Certificate in Library Automation	3 Months	12th Pass
15	Certificate in Ms Office (CMO)	3 Months	10th Pass
16	Certificate in Multipurpose Computer Technician	6 Months	10th Pass
17	Certificate in Multipurpose Electronic Technician	12 Months	10th Pass
18	Certificate in Object Oriented Programming Language	3 Months	10th Pass
19	Certificate in Office Automation & Internet	3 Months	10th Pass
20	Certificate in Software Testing	6 Months	12th Pass
21	Certificate in Web Design, Animation & Advertisement	6 Months	12th Pass
22	Certificate in Web Designing	6 Months	10th Pass
23	Certificate in Word Processing (Hindi/ English)	6 Months	10th Pass
24	Diploma in Web Design	12 Months	10th Pass
Department of Mass Media & Communication			
1	Diploma in Television Video Production	12 Months	12th Pass
Faculty of Social Sciences			
1	Certificate in Human Rights	6 Months	Graduate
Faculty of Humanities and Languages			
1	Certificate in Communicative & Competitive Skills	3 Months	10th Pass
2	Certificate in Communicative English	3 Months	10th Pass
3	Certificate in Spoken English	3 Months	10th Pass
Faculty of Agriculture Science			
1	Certificate in Horticulture and Plant Nursery Management	6 Months	10th Pass

2	Certificate in Nursery Development, Management & Environmental Protection	6 Months	10th Pass
Department of Environmental Sciences			
1	Certificate in Public Health and Hygiene	6 Months	10th Pass

**SKILL DEVELOPMENT TRAINING PROGRAMME FOR ENGINEERING/
GRADUATES/ DIPLOMA STUDENTS OR OTHERS**

S.No	Courses	Duration	Eligibility
1	Pro/Engineer - Wildfire 4	2 Month	BE./ B.Tech. or Diploma in Mech. / Prod /Automobile or Equivalent.
2	CATIA V5 R18	2 Month	
3	UNIGRAPHICE - nx -7.5	2 Month	
4	ANSYS 10.0	2 Month	
5	HYPER WORKS 10.0	2 Month	
6	CNC TURING (FAN)*	1 MONTH	
7	CNC MILLING (VMC)*	1 MONTH	
8	EDM / WIRE EDM	1 MONTH	
9	DELMIA V5R19	1 MONTH	
10	AUTO CAD	1 MONTH	
11	ADVANCE PLC PROGRAMMING & SCADA	2 MONTH	BE./ B.Tech. or Diploma in ELECTRICAL / ELECTRONICS EC & ET / IC /ECE/ OR EQUIVALENT
12	AUTOMATION WITH HYDRAULICS USING PLC	2 MONTH	
13	AUTOMATION WITH PNEUNATICS USING PLC	2 MONTH	
14	VLSI CHIP DESIGNING & LAB VIEW	3 MONTH	
15	AC / DC SERVE DRIVE COMMISSIONING & MAINTENANCE	1 MONTH	
16	ELECTRICAL AUTOCAD 2011	1 WEEKS	
17	STADD PRO V8i	1 MONTH	BE / B.TECH OR DIPLOMA IN

18	AUTODESK REVIT ARCHITACTURE 2011	1 MONTH	CIVIL / ARCHITECTURE OR EQUIVALENT.
19	AUTO CAD CIVIL	1 MONTH	
20	COMPUTER HARDWARE & NETWORKING	3 MONTH	
21	ADVANCE COMPUTER NETWORKING MANAGEMENT	3 MONTH	
22	MICROSOFT WINDOWS ADMINISTRATION	3 MONTH	BE / B.TECH OR DIPLOMA ANY BRANCH OR EQUIVALENT.
23	REDHAT LINUX ADMINISTRATION	3 MONTH	
24	REVERSE ENGG AND CAD USING UNIGRAPHICS OR PRO-E CATIA	2 MONTH	BE/ B.TECH. OR DIPLOMA IN MECH AERONAUTICS, AUTOMOBILE, EQUIVALENT.
25	OPERTION OF CO-ORDINATE MEASURING MACHINE USING FARO ARM AND CAD USING. AUTOCAD/ INVENTOR/ SOLIDWORKS	2MONTH	BE/ DIPLOMA IN MECH ABRONAULICS AUTOMOBILE ENGG.
26	CAD / CAM USING UNIGRAPHICS	1 MONTH	BE/ B.TECH OR DIPLOMA /ITI IN RELEVANT ENGINEERUNG
27	CNC Programming & operation	2 MONTH	BE / B.TECH OR Diploma/ Mech,Aeronauties, Automobile & ITI
28	Embedded Design using RTOS	6 months	BE/ B.TECH OR Diploma in EEE/ECE/CS/E&I/IT
29	Programming & Development using ARM PROCESSOR	3 months	BE/ B.TECH OR Diploma in EEE/ECE/CS/E&I/IT
30	Advanced Networking using CISCO routers	3 months	Any Degree
31	VLSI Application in Industry	3 months	BE/ B.TECH OR Diploma in EEE/ECE/CS/E&I/IT

32	PLC, SCADA With Calibration techniques	3 months	BE/ B.TECH OR Diploma in EEE,EE,E&I
33	Energy Management with Calibration techniques	3 months	BE/ B.TECH OR Diploma in EEE,EE,E&I Mech Engg
34	CAD (based on Auto CAD+ Optional 3D Studio Max)	6 Month	B.tech or Dip. In Mech./Pro./ Automobile./ Plastics/ Civil/ Arch./ Int. Design
35	Post Dip. In CAD/CAM (based on AutoCAD+ CNC+Pro/E+ CATIA or UG	6 Month	B.Tech or Dip./Deg. In Mech./Prod./ Automob./Plastic
36	AUTOCAD	1 Month	BE/DME/ITI Students
37	Solidworks	1 Month	BE/DME/ITI Students
38	Pro-E (CAD)	1 Month	BE/DME/ITI Students
39	UNIGRAPHICE - (Com)	1 Month	BE/DME/ITI Students
40	Mastercam (CAD & COM)	1 Month	BE/DME/ITI Students
41	Delcom (CAD & COM)	1 Month	BE/DME/ITI Students
42	Hypermesh – CAE	1 Month	BE/DME/ITI Students
43	CNC Programming -lathe(Fanuc/ sinumerik any one)	1 Month	BE/DME/ITI Students
44	CNC Programming - Milling(Fanuc / hedenhein / sinumerik any one)	1 Month	BE/DME/ITI Students
45	CNC Machining (Lathe,Milling, Wirecut, EDM)	1 Month	BE/DME/ITI Students
46	Basic Hydraulics, Pneumatics	1 Month	BE/DME/ITI Students
47	Electro Hydraulics, pneumatics,	1 Month	BE/DME/ITI Students
48	Advance Hydraulics	1 Month	BE/DME/ITI Students
49	Advance Pneumatics	1 Month	BE/DME/ITI Students
50	PLC Programming	1 Month	BE/DME/ITI Students
51	SCADA	1 Month	BE/DME/ITI Students
52	Automation with Hydraulic Usingh Plc	1 Month	BE/DME/ITI Students
53	Automation with Pneumatics using Plc	1 Month	BE/DME/ITI Students

54	Press Tool	1 Month	BE/DME/ITI Students
55	Injection Mould	1 Month	BE/DME/ITI Students
SKILL DEVELOPMENT TRAINING PROGRAMME FOR 12TH STUDENTS			
1	Machining with CNC Technology	1 Year	12th Pass
2	Engineering Drawing with CAD	6 Month	12th Pass
3	Multimedia & Animation (based on photoshop+MAYA+ 3D Studio Max	1 Year	12th Pass
4	Web Design (based on Graphics +Flash+ Dreamwaver+ Scripting)	1 Year	12th Pass
5	Graphics Design	6 Month	12th Pass
6	Advance Diploma in Software Technology	1 Year	12th Pass
7	Adv. Diploma in Computer Hardware & Networking	1 Year	
8	Laptop Repair	3 Month	
9	MCP & CCNA	3 Month	
10	C/ C++ & OOPS	3 Month	
11	Core Java	3 Month	
12	Advance Java	3 Month	
13	Tally 9.0	3 Month	
14	MS Office & Internet	3 Month	12th pass
15	Electronic Mechamic	6 Month	
16	Calibration on Pressura, Therrnal & Electro Technical Parameters	1 Month	X std. Pass/12 Pass

ORDINANCE NO. 43

**THE ORDINANCE FOR THE AWARD OF SPECIFIC POST GRADUATE
DEGREE (M.Tech.) IN ENGINEERING AND TECHNOLOGY AND
RELATED/ALLIED STREAMS**

1. ADMISSION

1.1. AKS University, Satna (henceforth called as university) will permit admission and award M.Tech. (Collaborative), M.Tech. (Sequential) & M.Tech. (By Research) degrees to only such courses those are duly approved by the Academic council & Board of Management of the University.

1.2. Admission to M.Tech. (Collaborative), M.Tech. (Sequential) & M.Tech. (By Research) First Semester will be made as per the rules prescribed by the Academic Council of the University.

1.3. Reservation in admission to all kinds of M.Tech. courses shall be governed by the State Government/ Central Government rules. Where such rules are at variance with each other, the decision of Vice-Chancellor shall be final.

2. Types of M.Tech. programmes & Duration

An M.Tech. course in various faculties of the University shall be following types as per the scope & suitability:

(a) M.Tech. (Collaborative) : It is Four semester course, jointly run by various departments/ faculties/ centres/ institutes/ research centres/ training centres/ extension centres of the University or University academic partners of national or international repute like; National Institute of Technology, National Institute Technical Teachers Training & Research, National Institute of Genome & Genetics, National Institute of Pharmaceutical Education & Research, Indian Institute of Mass Communication, Indian Institute of Crop Technology etc. in collaboration with or in tie-up with industries/ R&D organization or other Government organizations like; NTPC, NHPC, CPWD, BSNL, BHEL, GAIL, SAIL etc.. The such kind of M.Tech. Course shall be designed to meet the requirement of industries/organizations. In this course the students in initial two semesters shall put on intensive study and complete his academic part and in next two semesters the students shall go for industry training, project works, research & development works and practicals etc. Students are required to spend time at both the places according to provisions made in the course.

The scheme of study, examination & evaluation shall be such, as prescribed in this Ordinance and in relevant regulations.

(b) M.Tech. (Sequential) : It is a Four semester course in which course work of first two semesters will be completed during two consecutive summer vacations at the associated R&D Institute/Research Centres of National or International Repute or at the University Campus. Each semester course is comprised of 30 days intensive teaching and 15 days of hands on practicals on various engineering industries, R&D labs, manufacturing & fabrication units, in production process unit etc. From the third semester student does not have residential requirement. A student may be allowed to fulfill the requirements of rest two semesters at any other place with specific assigned tasks, on the permission of the R&D Institute/Research Centres of National or International Repute or the University where the courses is running. This mode of M.Tech. programme is more suitable for the technical teachers already working in technical & engineering institutions/ colleges and in polytechnics as well as other category of working engineers or technocrats. In this programme the emphasis shall be given on providing advance level of academic knowledge in the relevant field/ stream of providing engineering & technology, both theoretical & practical too.

The scheme of study, examination & evaluation shall be such, as prescribed in this Ordinance and in relevant regulations.

(c) M.Tech. (By Research) : It is the four semester course meant for research oriented technocrats and professionals (irrespective of their employment status) who have the keen sense of scientific enquiry for pursuing the advance researches in various spheres of engineering & technology based on the laboratory practices & training on fabrication of equipments & apparatus, development of new mechanism or processes or improvement in existing technologies or enhancement of technology up-gradation, innovations of new ideas, theories, equipments & other R&D works etc., keeping in view of the recent need of the industries, technical institutions and of R&D organizations. The course curriculum shall be designed in such a manner to provide equal inputs of advance theoretical technical knowledge as well as specific exposure shall be given on the various dimensions of research & developments activities. The students of this course shall be required to carry out his research work under the guidance of guide and co-guide of the various department/centres/institutes of the University alone or under the guidance of duly recognized experts of reputed and established industries or under the guidance of research scientist of reputed R&D labs/organization.

During this course the student are required to published their research papers in reputed national/international journals as first (main author) or students are required to file and acquire the patents etc, based on his research work. The number of published research papers, presentations and participation in various level of seminars, workshops, conferences; or number of patent acquired shall be such as prescribed in the relevant scheme and course curriculum of this programme.

The scheme of study, examination & evaluation shall be such, as prescribed in this Ordinance and in relevant regulations.

3. Eligibility For Admission : For M.Tech (Collaborative, Sequential & By-Research)

1. Every applicant for admission to the M.TECH.

(v) Shall have passed B.E./ B. Tech. or equivalent examinations in appropriate branch with minimum of 50% Marks (45% for reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for reserved categories) in appropriate branch of Engineering and Technology.

or

(vi) Applicants possessing the M.Sc. (Maths/ Physics/ Electronics/ Computer Science/ Information Technology) / MCA [for M.Tech in Computer Science / Computer Technology / Information Technology] degree.

or

(vii) A Technical Graduates in relevant branch with a minimum of 50% Marks (45% for reserved categories) or CGPA of 5.0 on a scale of 10 CGPA (4.5 for reserved categories) are eligible for admission without GATE Score.

or

(viii) In addition to all above, a candidate who possesses Associate Membership of the following professional bodies will also be eligible for admission to M.Tech Programme and have passed both part (A) and Part (B) of membership examination with a minimum of 50% or

equivalent grade such as from The Institution of Engineers (India), The Aeronautical Society of India, The Indian Institute of Metals, The Indian Institute of Chemical Engineering, The Institute of Electronics and Telecommunication Engineering and other professional Bodies in India or abroad, in accordance with the provisions made in the regulations approved by the Academic Council.

Note: 1. The M.Tech.(Collaborative) and M.Tech. (By-Research) shall be open to both i.e. employed and unemployed persons. However, for M.Tech. (Sequential) candidate must possess two years of experience in relevant field.

2. Those candidates who have minimum 2 years full time work experience in the relevant field, for them minimum requirement of 50% marks shall not be applicable.

3. Applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.

4. Applicants who do not possess a GATE score, will have to appear in the University entrance exam, if such an examination conducted by the University.

5. Notwithstanding what has been stated in above, applications from candidates sponsored by organization recognized by the Academic Council, and application from foreign nationals received through proper channel, may be considered for admission to the M.Tech programme. Their admission shall, however, be governed by the regulation prescribed by the Academic Council of the University.

6. The suitable match of eligible Degree and its specialization for admission into M.Tech. programme of various specialization /stream/ branch shall be decided by the concerned Faculty/Department of the University.

7. Candidate who is appearing or has appeared for any qualifying examination during the current academic session as a regular or a private candidate can also apply for admission on provisional basis, subject to the condition that the candidate must pass the qualifying examination with require percentage of marks or equivalent grade, if required & applicable.

Special Conditions:

- A. for all working professionals/ employed persons persuing the any of these M.Tech. Programmes shall produce the "NO Objection Certificate" form their present employer indicating clearly that the required leaves as per requirement of the course shall be granted to the research scholar to complete his/her M.Tech. Programme without any interption till the complition of course.
- B. in case if, any research scholar shall be desires to carry out his research work at any such place which shall be any different place at any prestigious research centre/lab/academic organisation then he or she shall produce a certificate from such research organization/ lab / centre/ academic institutions that the proper research facilities shall be available to carry out his research work the approved research title/ area/ field and that facility shall made available to him without anu interption till the complition of the M.Tech. Programme.
- C. in case if, any research scholar whose research topic/ title/ area / field is such and if, his work place is different and the scholar is desirous to obtain the help of a co-guide or co-supervisor, or the University may feel the necessity to appoint co-guide or co-supervisor, to carry out the approved research work under the guidance of him along with the main guide/ supervisor, of the University, then the research scholar shall produce a certificate from such approved co-guide/ co-suervisor to the effect that he agree to provide his valuable guidance to the research scholar on his approved research work till the complition of his M.Tech. programme and the such co-guide/ co-supervisor shall submit such reports like; research progress report, leaves and absentism report, conduct and behaviour report, disciplinary report, continuous performance and evaluation report and any such other reports as required by the University in contest with these M.Tech. Programmes from time to time.

4. Conversion of modes of M.Tech. programme:-

As and when a non stipendiary/fellowship research scholar wants to convert from any modes of M.Tech. to another mode of M.Tech, he/ she can be permitted to do so only after the expiry of mandatory minimum period of one year from the date of joining or after the completion of the course work as the case may be, provided he /she explains the reason & produces evidence (if any) of the need to do so, and the minimum and maximum period for the submission of dissertation shall be extended/abridged

accordingly. The difference of the fees shall be paid on par with the various modes of M.Tech. in which he/she wants to convert. The conversion can be allowed only at the discretion of the HOD in consultation with Dean faculty with the approval of the Vice-Chancellor. The terms & conditions of such conversion shall be decided by the University from time to time.

5. Maximum Duration of course: The maximum duration of stay of a student enrolled in these kind of M.Tech. courses shall be four academic years,

6. Cancellation of Admission: The admission of a student at any stage of study shall be cancelled if :

(i) He / She is not found qualified as per University/AICTE norms/ guidelines or the eligibility criteria prescribed by the University.

or

(ii) He / She is found unable to complete the course within the four academic years of courses.

or

(iii) He / She is found involved in creating indiscipline in the Department/ School/ Centre/ Institute of the University.

1. Attendance

(A) (i) for M.Tech. (Collaborative) and M.Tech. (Sequential)

Students are expected to attend 100% classes. Normally student shall be allowed to appear in a semester examination unless he / she has put in 75% attendance in all the theory / practical subjects in that semester. Attendance for dissertation work in third & fourth semester shall be verified by the supervisor / guide.

(A) (ii) for M.Tech. (By-Research)

For M.Tech (By-Research), the number of the theory & practical classes shall be such as decided by the respective department duly approved by concerned Board of Studies of the University which shall vary from programme to programme.

The Students are expected to attend all such theory and practical classes alongwith the industrial visit etc. in such a sufficient number but it shall not be less than minimum of 75 % of the programme.

However, an additional shortage by an amount not exceeding 15% of the total number of lectures delivered or practical work done in each subject may be condoned for special reasons as given below.

(a) A shortage upto 5% of the total number of lectures delivered or practical work done in each subject may be condoned by the Head of the Department/ School/ Centre/ Institute of the University.

(b) A further shortage upto 10% may be condoned by the Vice-Chancellor on the specific recommendation of the concerned Head of Department/ School/ Centre/ Institute of the University.

8. GUIDE/SUPERVISOR(S)

- (a) The supervisor / guide of the dissertation will be a regular faculty member of the department running the course. However, if require then one additional guide or supervisor shall also be appointed, who may be a co-guide or co-supervisor and such a person may be a member of the collaborating organization in case of M.Tech. (Collaborative) or a member of the organization employing the student in case of M.Tech. (Sequential) or any member or expert of any Research organization in case of M.Tech. (By-Research). The topic of dissertation and name of the supervisor / guide shall be duly approved by the concerned Board of Study/ M.Tech. Research Committee (MRC).
- (b) A person duly approved by the M.Tech. Research Committee (MRC) shall also be permitted to act as a guide/supervisor. In case a person is not approved earlier, the candidate shall enclose two copies of bio-data of the person proposed as Guide/Supervisor, along with the application form for approval of the MRC or Dean faculty.
- (c) A person shall be eligible to act as guide/supervisor provided he/she holds a Ph.D/M.Phil./M.Tech. degree in the concerned or related subject, has good publications in reputed national/ international journals with minimum one years teaching / research experience in a

College/University/ Institutions/ Research Centre and who is one of the following:

- (i) Principal/ Director, Professor, Associate or Assistant Professor of various Schools/ Centres/ Institutes/ Department of the university or of reputed institutions like IIT's, IIM's, IISc, IIIT's NITs, Central/State Universities or other academic institutions; the Scientists of appropriate grade working in CSIR or Central laboratories or in any R&D Organizations.
- (ii) Lecturer/ Asst professor and above; with M.Tech. and atleast three years teaching/ research experience in a Departments of the any Central/ State funded institutions/colleges.
- (d) The expert persons from industries/ R&D organizations/ working professionals having requisite qualification as approved by MRC and minimum Three years experience of high quality.
- (e) The teachers holding the position of assistant professor/ Reader with total experience of five years out of which atleast one year of PG teaching experience or having at least two papers published in the reputed journal shall also be eligible.
- (f) Any other person, duly approved by the concerned MRC of the University or from its approved Research Centre, or from another University, or from a public sector industry, or from other reputed established industry or from any R&D institutions, conducting research programmes shall also be eligible to be appointed either as a Guide/Supervisor or a co-guide/supervisor subject to the condition that the University shall duly approved his name.
- (g) A person, who is registered for a full time M.Tech. degree in this University, shall be permitted to act as a guide/ supervisor in same subject/stream of the University.
- (h) Any person who is otherwise eligible can become guide/supervisor subject to the condition that concerned HOD shall identified and

recognized his qualification, experience and research work and recommends to MRC to approve the same.

- (i) The maximum number of candidates that can be registered under a guide/supervisor at any particular time shall not be more than twelve at a time in each area/discipline of M.Tech.

However, the maximum and minimum allotment of the M.Tech. Scholars to various cadres of the guide/supervisor shall be decided by the University from time to time.

- (j) A scholar shall normally have the one guide/supervisors, but in some cases where the scholar is suppose to work or carry out his research studies, for collection of data etc., to some other organization, at different place, then scholar may also have one co-guide/supervisor duly approved by the University. However, both the guides should be from the same place/ organization. In exceptional cases, more than two supervisors or the supervisors from other organization may be permitted provided the concerned HOD recommends with due justifications and is approved by the Dean (Faculty), in such a case, the scholar shall submit the two copies of bio-data of supervisor of his choice.
- (k) In most of the cases, the concerned HOD shall decide guide/supervisor(s) in consultation with respective MRC for a candidate, by considering the choice of candidate. For this purpose, the University shall prepare a database by inviting detailed biodata from experts of the Departments/ institutes/ Schools/Centres of the University, IIT's, IIM's, IISc, IIIT's NITs, Central/State Universities, CSIR or Central laboratories or other academic Institution/ R&D Organizations. which shall be approved by the MRC on recommendation of the concerned HOD.
- (l) In case a duly approved guide/supervisor later on ceases to act as the guide/supervisor by virtue of his/ her retirement or transfer or otherwise, the candidate may be permitted to choose another guide/supervisor provided the above-mentioned criteria (a) to (e) are satisfied for the same topic or otherwise.

- (m) Retired Professors, Associate Professors, Assistant Professors and expert persons from industries and R&D organizations, Professionals with good reputation and having adequate experience may also be appointed as guide/supervisor with the approval of MRC of the University.
- (n) The University may alter/ modify or frame a new and appropriate guidelines for the eligibility of Guide/Supervisor from time to time.

9. Change of Guide/ Supervisor

The change of the supervisor may be permitted by the University based on the merit of the individual cases. If the existing supervisor of M.Tech. Scholar is no more available or is on leave for more than three months period, then the concerned HOD shall appoint a co-supervisor, to M.Tech. scholar, provided the co-supervisor is from the same or allied discipline. If there is no co-supervisor available for the concerned M.Tech. scholar because of any reason, then the Dean of concerned faculty, in consultation with the HOD/ M.Tech. research committee shall appoint new Guide/supervisor.

10. M.Tech. Dissertation Submission

(A) for M.Tech. (Collaborative) & M.Tech. (Sequential)

- (a) It is presumed that a candidate would endeavor to present quality work in the dissertation leading to publication of the same in atleast one journals of national repute or one in international journal or presents a paper in State/ National/ International Workshop/ Seminar/ Conference, if possible. The department/faculty will give due consideration on this point, before recommending for submission of dissertation.
- (b) Prior to submission of dissertation, the scholar shall make a pre M.Tech. presentation /seminar in the department which will be open to all faculty members and other research scholars for getting feedback and comments, if any. This feedback may be suitably incorporated into the draft dissertation, if necessary, under the advice of the supervisor/guide. The presence of either guide /supervisor or co-guide/ supervisor is desirable in the pre M.Tech. seminar/presentation.

However, during the presentation/seminar of the research scholar, if his research finding are such, which may related to Intellectual Property Rights and requires

the necessary patent then the patent shall be filed before its disclosure in the seminar/presentation by the research scholar. The guide/Supervisor(s), co-guide/Supervisor(s) (if any) and the MRC shall provide an undertaking in the beginning, or whenever deemed fit, that they will maintain the confidentiality of the research till patents are filed.

- (c) A candidate shall be permitted to submit her / his dissertation after her / his Supervisor(s) certify(ies) that the dissertation presented is worthy of consideration for the award of a M.Tech. degree. The application for submission of the dissertation shall be presented to the concerned HOD then after taking into consideration the progress of the research work of the scholar on the basis of the progress report and presentation etc. the HOD shall decide in consultation with the MRC (if required), about the submission of dissertation and counter signed the certificate of guide as well as dissertation.
- (d) The medium of expression for the dissertation shall be normally in English language however it shall be different for specified M.Tech. Programme which shall be decided by the Academic Council from time to time. The use of the Hindi language as a medium of expression, if really essential shall be permitted after the specific approval of the academic council under the recommendation of the Vice-Chancellor. This must be resorted only under exceptional circumstances and not as a matter of course.
- (e) The dissertation shall comply with the following conditions:
 - (i) It must be a piece of original research work characterized by the discovery of facts or by fresh approach towards interpretation of theories. In either case, it should exhibit the candidate's capability for critical examination and sound judgment.
 - (ii) The candidate may incorporate in her/his dissertation the contents of any work which she/he may have published on the subject and shall indicate the same in the dissertation. However, she/he shall not submit as her/his dissertation any work for which a degree has been conferred on her/him by this or any other University.

(iii) It shall also be satisfactory as far as its language and presentation are concerned.

(iv) The dissertation shall be typed on one side following prescribed format and specifications given in the “Manual for preparation of M.Tech. Dissertation” of the University and spirally bound to facilitate corrections, if any, suggested by the examiners. The candidate shall submit the prescribed number of typed copies of the dissertation along with its soft copy in CD/pen drive to the University.

The published matter related to the dissertation or research work may also be incorporated as a part of the dissertation as also the bibliography.

(f) The dissertation shall be accompanied with a certificate issued by the guide/supervisor(s) stating:

(i) That the dissertation embodies the original work of the candidate and it has not been earlier submitted for any Degree or Diploma.

(ii) That the candidate worked under him / her /them for the period prescribed by the University.

(iii) That the dissertation fulfils the requirement of all the required clauses as enunciated in the ordinance / rules.

(iv) That any plagiarism on the dissertation, if detected at a later stage, will tantamount to cancellation of the registration of the scholar/cancellation of degree if already awarded.

(g) A candidate may be allowed to modify the scheme of his/her research work with the approval of the concerned MRC, but in such case he/she shall not submit his/her M.Tech. dissertation before the expiry of atleast six months from the date of approval for such a change.

(B) for M.Tech. (By-Research): The programme of the M.Tech. (By-Research) shall have both modes of award of the degree which shall include i) with submission of dissertation/thesis and, ii) without submission of dissertation/ thesis and purely based on his research and publication work.

- (a) if the research scholar opts for the submission of dissertation/ thesis mode then his/ her dissertation/ thesis shall be submitted in accordance with the procedure laid down as above 10 (A).
- (b) if the research scholar opts for without submission of dissertation/ thesis and purely based on his research and publication work then the quality of the research work and publications with its appropriate numbers in reputed referred journals of considerable impact factor and papers presented in national and international seminar/ workshop/ conferences and its evaluations shall be such as decided by the respective board of studies of the University which shall vary from programme to programme and also can be reviewed from time to time.

11. Early Submission of Dissertation:-

- (a) A research scholar already possessing M.Tech Degree in other discipline or branch; or a person who has been recipient of Young Scientist Award of Central Government or any other equivalent award of State/Central government organization/body, can submit his/her M.Tech. dissertation after the period of six month from the date of admission in 3rd semester. Submission of dissertation will be allowed at the discretion of HOD & Dean faculty with the approval of Vice- Chancellor.
- (b) A research scholar with atleast one publication (based on M.Tech. dissertation work) in referred journal (national or international) or who has atleast one patent related with his M.Tech. dissertation work or if any, M.tech. Scholar had already published his two papers in national/International referred journals or participated and presented two papers in international seminar/conferences or had acquired two patents related with his existing and/or prior research work; the minimum period of his/her dissertation submission can be reduced by six month.
- (c) In special circumstances, if the research scholar is found to be highly talented and his work shall be of exceptional in quality then the scholar shall be allowed to submit his dissertation six month prior to the prescribed minimum period.

For all above category of cases & matters, the decision will be taken by the Vice Chancellor on the recommendation of concerned HOD and Dean faculty and such cases shall be reported to academic council.

12. Examination (for M.Tech (Collaborative), M.Tech.(Sequential), M.Tech. (By-Research with Dissertation))

- (a) End semester examination shall be held as per the scheme of examination announced by the University.
- (b) The examination may be conducted by means of written papers, practical and oral testes, project / dissertation work or by means of any combination of these methods.
- (c) The examination for theory papers and evaluation of sessionals shall be conducted at the end of each semester.
- (d) The supervisor / guide of the dissertation will be a regular faculty member of the department running the course. However, if require then one additional guide or supervisor shall also be appointed, who may be a co-guide or co-supervisor and such a person may be a member of the collaborating organization in case of M.Tech. (Collaborative) or a member of the organization employing the student in case of M.Tech. (Sequential) or any member or expert of any Research organization in case of M.Tech. (By-Research). The topic of dissertation and name of the supervisor / guide shall be duly approved by the concerned Board of Study/ M.Tech. Research Committee (MRC).
- (e) **Dissertation Examination:**
 The dissertation shall be evaluated by two examiners, one will be external and other shall be internal. The internal examiner shall be normally his guide/supervisor. Alongwith evaluation of the dissertation, a viva-voce examination shall also be conducted by a panel of the following examiners:
 - i. Head of the Department.
 - ii. One External Examiner who evaluated the dissertation,
 - iii. Supervisor(s) / Guide (s)
- (f) Evaluation of research work, publications and paper presentation etc. (M.Tech. By-Research without submission Dissertation/ thesis) :

The Evaluation of research work, publications and paper presentation etc. shall be evaluated by two examiners who are the subject experts, one will be external subject expert outside the University and other shall be internal. The internal examiner shall be normally his guide/supervisor. Alongwith evaluation of his research work, publications and paper presentation etc., a viva-voce examination shall also be conducted by a panel of the following examiners:

- i. Vice-Chancellor or his nominee who shall not be below the rank of the a Professor
- ii. Dean of the Faculty
- iii. Head of the Department.
- iv. One External Examiner who evaluated the research work, publications and paper presentation etc,
- v. Supervisor(s) / Guide (s) (if any)

13. Declaration of Result: A candidate shall be declared pass in a semester if he/she obtains (for M.Tech (Collaborative), M.Tech.(Sequential)):

(a) 40% marks in each end semester theory paper/practical examination and 50% marks in the total sum of theory papers/practicals examination and concerned sessional mark.

(b) 50% marks in dissertation examination.

(c) 50% marks in the grand total of the semester examination.

(d) (i) A candidate who satisfies the requirement of Ordinance 13 (c) but fails to satisfy the requirement of Ordinance 13 (a) in not more than two theory papers / practicals in a semester examination shall be allowed for promotion to the next semester. Hence, a candidate failing not more than two theory papers / practicals each in first and second semester examinations shall be eligible for promotion to third semester.

(ii) For passing in back papers, a candidate must fulfil the requirement of Ordinance 13 (a) in those theory papers(s) or practical(s) in which he/she failed.

(iii) The marks awarded to candidate in back paper/special examination shall replace the previous marks.

- (iv) A candidate who satisfies the requirement of Ordinance 13 (c) but does not satisfy the requirement of Ordinance 13 (d) (i) shall be required to repeat the semester as a regular student or as an ex-student. In case of a regular student, he/she will be given readmission in the semester and the remaining conditions will be at par as for the fresh candidates.

In case of ex-student, he/she shall be allowed to appear in the end semester examination after he/she fills in the examination form and deposits the examination fees. However, his/her sessional mark will remain unaltered for declaration of result.

A candidate declared promoted may also have an option to repeat the semester as a regular student only. The failed candidate opting for Ex-studentship shall be required to register in the University within 15 days after the declaration of result. Other wise the name of such student shall be removed form the roll list of University

for M.Tech (By Research) for both modes

it shall be such as decided by the respective Board of Studies duly approved by the academic council of the University which can be reviewd from time to time.

14. Declaration of Division :

Division shall be awarded only in the final semester examination on the basis of grand total of marks obtained in all the semester examinations of the course. The award of division shall be carried on the following basis :

- (a) Candidate obtaining 50% or more but less than 60% of the grand total
..... SECOND DIVISON.
- (b) Candidate obtaining 60% or more but less than 75% of grand total
.....FIRST DIVISION.
- (c) Candidate obtaining 75% or more of the grand total
..... FIRST DIVISION with HONOURS.

15. Eligibility for Degree : Eligibility for Award of the M.Tech. Degree

A student shall be declared to be eligible for award of the M.Tech. Degree if he/ she has:

- a.) Registered and successfully completed all the core courses, optional Courses, practical/Lab classes, Including Seminars, Workshops, Presentations, Group Discussion, (Field Work, Industrial Visit, Industrial training, which ever applicable), Paper presentation & Publications, Project Work, Dissertation and other Assignments etc.
- b.) successfully acquired the minimum required credits as specified in the regulation corresponding to the branch of his/her study within the stipulated time, where ever applicable;
- c.) earned the specified credits in all the categories of subjects if applicable;
- d.) Secured a minimum CGPA of 5.0 or 50% in aggregate overall. However the award of the Division/Class shall be as per recommendation of concerned Board of Studies of the University.
- e.) no dues to the University, Hostels, Libraries, NCC/NSS etc; and
- f.) No disciplinary action is pending against him/her.

16. Merit List :

A candidate who passes all the examination in one attempt shall be eligible for inclusion in the merit list and shall be eligible for award of any medal.

17. Grace Marks :

A candidate shall be entitled for the award of grace marks upto a maximum of five marks in any one of the theory papers / practicals to pass a semester examination. No grace marks shall be awarded in back paper / special examination. The grace marks shall not be added to the grand total for the purpose of awarding division or honours.

18. Scrutiny :

A candidate shall be entitled for the scrutiny of his/her examination result according to the regulation laid down by the University.

19. Unfair means :

Cases of unfair means shall be dealt as per the rules of the University.

20. Special Examination :

A special examination shall be held after second / fourth semester examination for the benefit of those candidates admitted in all kinds of M.Tech. courses provided they qualify for promotion with back paper(s)

21. General Instruction :

- i.) The admission to the M.Tech. Programmes shall be governed in accordance and provisions with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- ii.) The relaxation in eligibility conditions, age and reservation etc. shall be in accordance with the Rules/Directives of UGC/AICTE/relevant Regulatory Body or any other competent Authority of the Govt. of India/ State Government as amended time to time.
- iii.) For matters not covered in this specific ordinance, General rules and regulations of AKS University Satna, regarding specific courses shall be applicable. In other matters Board of Management of AKS University shall be competent to take any decision which shall be final.
- iv) The university may alter/modify / frame a new and appropriate guidelines, detailed process and procedures, rules and regulations with respect to evaluation and assessment and other related matters of the M.Tech. programmes from time to time.
- v) The Registration of students in the M.Tech.. programme may be confirmed by the concerned HOD, based on the recommendations of the concerned MRC, the HOD shall communicate to the M.Tech. research scholar about his provisional registration.
- vii) The M.Tech. research scholar can be assigned participation in some academic work like assistance in teaching of various subjects, teaching in lab classes, conduct of practicals, checking assignments and any other work related with the academics etc.

as per their fellowship scheme or as decided by the HOD/Dean faculty in consultation with MRC.

- viii) Absence from research work by students due to illness, maternity leave or other circumstances must be reported by the Guide(s)/Supervisor(s) to the MRC through the concerned HOD and Dean Faculty. Neglect of research work or any other acts of indiscipline of research scholar communicated by his/her Guide(s)/supervisor(s) or otherwise by any source, must be recorded by MRC and HOD and reported to concerned Dean faculty.
 - ix) Cases of neglect of research work and indiscipline that include unethical practices such as plagiarism and misrepresentation of data must be reported to the concerned HOD, Dean faculty & MRC and the University administration.
 - x) No candidate shall undertake any new employment during the period of her /his study without the permission of the Guide(s)/Supervisor(s) and HOD/Dean faculty which will be reported to the MRC.
 - xi) No candidate shall, without the permission of the Guide(s)/Supervisor(s), concerned HOD/Dean faculty, enroll any other course of study which is not stipulated as an essential requirement for the M.Tech.. programme by the Department.
 - xii) No candidate shall appear in any examination (other than the M.Tech. related) conducted by the University or any public body without informing the Guide(s)/Supervisor(s) and the HOD/Dean faculty.
 - xiii) The extent of reservations and the eligibility criteria with respect to the reserved categories of students to be admitted to the M.Tech. programme will be governed by guidelines issued by the University in accordance with statutory provisions.
 - xiv) Any issues concerning procedure or interpretation of the provisions contained in this ordinance shall be referred to the Vice-Chancellor whose decision shall be final. All such cases shall be reported to the Academic Council.
22. The various specializations in the M.Tech. programmes in the M.Tech. programmes in the Faculty of Engineering & Technology, Faculty of Agriculture Science & Technology and other faculties shall include the traditional as well as innovative areas of various spheres of Engineering and Technology as proposed by the concerned Board of Studies and duly approved by the Academic Council.

The list of various specializations of M.Tech. course shall include the current courses/programme as well as proposed in future. However, all the M.Tech. programmes with various specializations at present & in future shall run and governed through this ordinance.

The above courses shall run on all possible modes of imparting education including the use of latest innovative technologies like- on-line, e-learning, face-to-face, through webinar etc.

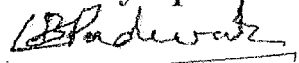
23. These programmes are offered by the Faculty of Engineering & Technology, Faculty of Agriculture Science & Technology and other faculties recommended by the concerned Board of Studies and after approval of Academic Council and Board of Management of the University.
24. In future, more specializations/courses/programmes of M.Tech. can also be offered, keeping in view of new innovations, thrust areas of Government policies and demand of the industry/ society shall run under this ordinance, on the recommendations of the concerned Board of Studies, from time to time, by the University, in its various faculties/ departments/ centers/ institutes located in University campus.
25. The University shall also offer more number of M.Tech. programmes with the various specialization titles which shall run under this ordinance on the recommendation of concerned Board of Studies, of University alone and/or in collaboration with or tie-up with other Educational or Academic Institutes/ Organizations/ Universities/ Research Organizations/ Industries and to provide the dissemination of Knowledge to all concerned through out the World.
26. This Ordinance shall be applicable to all M.Tech. Programmes as stated in it, and other PG Degree (M.Tech.) with various new modes in Engineering & Technology and related/allied stream, except those for which the University has separate Ordinances. The courses mentioned in this ordinance shall run under this ordinance.

Dated the 11th July 2012

No. – R-346/CC/2012/38 In exercise of the powers conferred by sub-section (1) of Section 28 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 the State Government hereby makes, the first ordinance of the Swami Vivekanand University NH -26 Sironja, Sagar (M.P.) is here by published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 under section 35. The first Ordinance of the University shall come in to force from the date of notification.

THE FIRST ORDINANCES

By order and in the name of
Governor of Madhya pradesh,


(C.B. Padwar)

Deputy Secretary
Department of Higher Education
Mantralaya, Vallabh Bhawan,
Bhopal

Ordinance No .1**PROPOSED FACULTIES AND DEPARTMENT OF SVN UNIVERSITY**

The University shall have the following faculties mentioned in column (1) and the Department mentioned in column (2) of the following table there of:-

1	Faculty of Science	Department of - <ul style="list-style-type: none"> • Biosciences • Bio-Technology • Chemistry • Mathematics • Physics • Nuclear Physics • Home Science • Food Science Technology • Agriculture • Forensic Science • Environment Science
2	Faculty of Education	Department of:- <ul style="list-style-type: none"> • Adult and Continuing Education and Extension • Education • Physical Education • Teacher Training and Non-Formal Education Institute of Teachers Education
3	Faculty of Commerce	Department of :- <ul style="list-style-type: none"> • Commerce and Business Studies • BBM e-Banking & Finance
4	Faculty of Management	Department of :- <ul style="list-style-type: none"> • Management • Rural Management • Health Management • Hotel Management & Catering Technology • Tourism Technology

5	Faculty of Engineering And Technology	<p>Department of :-</p> <ul style="list-style-type: none"> • Architecture • Chemical Engineering • Civil Engineering • Computer Science & Engineering • Electrical and Electronics Engineering • Electronics and Communication Engineering • Food Engineering • Information Technology • Mechanical Engineering • Mining • Textile • Fire Technology & Safety Engineering • Nano-Technology • Aeronautical & Aviation Engineering • Petro Chemical Engineering <p>Besides M.Tech. Course in above subjects. M.Tech. in following subject are also proposes.</p> <ul style="list-style-type: none"> • Astronomy & Space • Mechanical Engineering • Electrical Engineering • Electronics and Communication Engineering • Computer Science Engineering • Information Technology • Nuclear Engineering • Printing and Media Technology • Digital Electronics and advanced communication • Environmental Engineering • Pharmacy • Bio-Medical • Biotechnology • Rural Technology • Industrial Engineering & Management • Civil and Structural Engineering
6	Faculty of Computer Science	<p>Department of :-</p> <ul style="list-style-type: none"> • Computer Science & Application

	& Application	
7	Faculty of Journalism and Mass Communication	Department of :- <ul style="list-style-type: none"> • Advertising, • Public Relations • Journalism • Printing and Media Technology • Mass Communication
8	Faculty of Fine Arts	Department of :- <ul style="list-style-type: none"> • Applied Art • Graphic Art • Painting • Sculpture
9	Faculty of Social Sciences	Department of :- <ul style="list-style-type: none"> • Economics • Library and information Science • Philosophy • Political Science • Population Studies • Psychology • Rural Development • Social Work • Sociology • Public Administration • Women Studies • Criminology • Geography
10	Faculty of Humanities and Languages	Department of :- <ul style="list-style-type: none"> • English • Hindi • History and culture • Foreign Languages • URDU • Sanskrit
11	Faculty of Agriculture	Department of :- <ul style="list-style-type: none"> • Agronomy • Plant Breeding

		<ul style="list-style-type: none"> • Animal Husbandry • Horticulture • Plant Protection • Plant Pathology • Soil Science & Agriculture Chemistry • Food Processing • Post harvest Technology
12	Faculty of Law	Department of Law
13	Faculty of Performing Arts	Department of :- <ul style="list-style-type: none"> • Dance • Instrumental Music • Musicology • Vocal music
14	Faculty of Medical Science	Department of :- <ul style="list-style-type: none"> • Public Health • Biochemistry • Biostatistics & Medical Information • Community Medicine • Medicine Graduate & Postgraduate (M.B.B.S. , M.D., M.S.) • Nursing (B.Sc., M.Sc. and Diploma) • Optometry (B.Sc., Diploma and Post graduate) • Health hygiene • Paramedical Sciences • Diet & Nutrition • Hospital Management • Health Care Management • Health Service Management • Bachelor of Dental Surgery • Master of Dental Surgery • Physiotherapy • Homeopathy • Ayurvedic medicine • Unani medicine • Pharmacology

15	Faculty of Vocational Courses	Degree, Diploma and certificate in Different Vocational Course
16	Faculty of Paramedical Course	Degree and Diploma in different courses
17	Faculty of Pharmacy	Department of Pharmacy
18	Faculty of Fashion Design	Department of Fashion Design
21	Faculty of Animation & Multimedia	Department of :- • Computer Arts ,Animation , Multimedia and Games

Other Faculties and Department can be created as per the Decision of the Academic Council and after approval of the Governing Body of the University.

List of Vocational Certificate & Diploma Course Proposed for SVN University

S.No.	Course	Duration	Eligibility for Candidates
Faculty of Science			
1	Diploma in Analytical chemistry	6 Months	B.Sc
2	Diploma in Biotechnology	6 Months	12 th pass with Biology/Maths
3	Diploma in Computation Mathematics	6 Months	12 th pass with Maths
Faculty of Home Science			
1	Certificate in Cutting, Tailoring and Dress Making (CCTDM)	3 Months	10 th pass
2	Certificate in Fashion Designing	3 Months	10 th pass
3	Diploma in interior decoration	1 year	12 th pass
4	Diploma in Art & Craft	2 Year	12 th pass
Faculty of Education			
1	Certificate in Early Childhood and Education	6 Months	10 th pass
2	Diploma in Nursery (Pre-Primary) Teaching Training (NITT)	12 Months	10 th pass
3	Certificate in Primary teaching (CPT)	6 Months	12 th pass
4	Certificate in Primary Curriculum and Instruction (CPC)	6 Months	12 th pass with Certificate in Primary Teaching (CPT) or equivalent
5	BPP	1 Year	18 or Above 18 Year Age
Faculty of Commerce			
1	Diploma in Accounting & Auditing	6 Months	12 th pass
2	Diploma in Banking	6 Months	12 th pass with Commerce /Maths
3	Diploma in Banking & Finance	6 Months	12 th pass with Commerce / Maths
4	Diploma in Banking & Insurance	6 Months	12 th pass with Commerce / Maths

5	Diploma in Export Procedure & Documentation	6 Months	12 th pass with Commerce
6	Diploma in Financial Accounting (DFA)	6 Months	12 th pass
7	Diploma in Import-Export Management	6 Months	12 th pass
8	Diploma in Taxation	6 Months	12 th pass
9	Diploma in Accounting & Auditing	6 Months	12 th pass with commerce / Maths
10	Diploma In Investment	6 Months	12 th pass with commerce / Maths

Faculty of Management

1	Diploma in Hospitality Management	6 Months	10 th pass
2	Diploma in Human Resource Management	6 Month	Graduate
3	Diploma in Personal Secretary ship	6 Months	10 th pass
4	Diploma in Retail Management	6 Months	pass
5	Diploma in Security Guards Management	6 Months	12 th pass
6	Diploma in Statistical quality Control	6 Months	12 th pass

Faculty of Engineering and Technology

1	Diploma in AutoCAD	6 Months	Diploma in Engg./Graduate in any Subject
2	Diploma in Diesel Engine Repairing (DDER)	6 Months	10th pass
3	Diploma in Electrical Technician (CET)	6 Months	12th pass
4	Diploma in Electronic Equipment Maintenance	6 Months	12th pass
5	Diploma in Hi-Tech Welding Technology (DHWT)	6 Months	10th pass
6	Diploma in Industrial Safety	6 Months	10th pass
7	Diploma in Industrial Safety & ISO 14000 Series	12 Months	10th pass
8	Diploma in Inverter & UPS Repairing	6 Months	10th pass
9	Diploma in Mobile & Telephone Instrument	6 Months	10th pass
10	Diploma in Mobile and Telephone Instruments and Repairing (DMTIR)	6 Months	10th pass
11	Diploma in Motor & Transformer Winding	6 Months	10th pass
12	Diploma in Radio and TV Technician (CRTT)	6 Months	12th pass
13	Diploma in Refrigeration and Air-conditioning	6 Months	12th pass
14	Diploma in Stenography (Hindi/English)	6 Months	12th pass

15	Diploma in Stereo & CD Player Repairing	6 Months	12th pass
Faculty of Computer Science & Application			
1	Certificate in 'C' Programming	3 Months	10th pass
2	Certificate in Computer Application	3 Months	10th pass
3	Certificate in 'C++' Programming	3 Months	10th pass
4	Certificate in Client Server Technology (CCST)	3 Months	10th pass
5	Certificate in Computer Networking (CCN)	3 Months	10th pass
6	Certificate in Computer Hardware & Networking	3 Months	12th pass
7	Certificate in Computer Programming	3 Months	10th pass
8	Certificate in Computerized Fashion Designing (CCFD)	6 Months	10th pass
9	Certificate in Computerized Financial Accounting	6 Months	10th pass
10	Certificate in Desk Top Publishing (CDTP)	3 Months	10th pass
11	Certificate to DTP with Computerized Design Development in Textile Printing	3 Months	10th pass
12	Certificate in Java Programming (CJP)	3 Months	12th pass
13	Certificate in Laptop Repairing (CLR)	3 Months	12th pass
14	Certificate in Library Automation	3 Months	12th pass
15	Certificate in Ms Office (CMO)	3 Months	10th pass
16	Certificate in Multipurpose Computer Technician	3 Months	10th pass
17	Certificate in Multipurpose Electronic Technician	6 Months	10th pass
18	Certificate in Object Oriented Programming Language	3 Months	10th pass
19	Certificate in Office Automation & Internet	3 Months	10th pass
20	Certificate in Software Testing	6 Months	12th pass
21	Certificate in Web Design, Animation & Advertisement	6 Months	12th pass
22	Certificate in Word Processing (Hindi/English)	6 Months	10th pass
23	Certificate in Web Designing	6 Months	10th pass

24	Diploma in Web Design	6 Months	10th pass
Faculty of Media Studies			
1	Diploma in Television Video Production	12 Months	12th pass
2	Diploma in Secret Journalism	6 Months	12 th pass
Faculty of Social Sciences			
1	Certificate in Human Rights	6 Months	Graduate
Faculty of Humanities and Languages			
1	Certificate in Communicative & Competitive Skills	3 Months	12th pass
2	Certificate in Communicative English	3 Months	12th pass
3	Certificate in Spoken English	3 Months	12th pass
Faculty of Agriculture			
1	Certificate in Horticulture	6 Months	10th pass
2	Certificate in Nursery Development and Nursery Management & Environmental Protection	6 Months	10th pass
Faculty of Medical Science			
1	Diploma in Medical Laboratory Technology (DMLT)	2 Years	12th pass
2	Diploma in Physiotherapy (DPT)	12 Months	12th pass
3	Diploma in Public Health and Hygiene	6 Months	10th pass
4	Diploma in Yoga	12 Months	12th pass
5	Certificate in Medical Lab Technology	12 Months	12 th Pass
6	Certificate in Yoga	6 Months	12 th pass
7	Certificate in X- Ray (Radiography) Technician	12 Months	12 th Pass
8	Certificate in O.T. Tech	12 Months	12 th Pass
9	Certificate in Ultrasound Technician	12 Months	12 th Pass
10	Certificate in Ayurvedic Compounder	12 Months	12 th Pass
11	Certificate in Mahila Ayurvedic Swasthaya Karyakarta Prakshishan Patyakaram	12 Months	12 th Pass
12	Certificate in Health Inspector	12 Months	12 th Pass

ORDINANCE NO. 2
ADMISSION OF STUDENTS

(1) In this Ordinance, unless there is anything repugnant in the subject or context:

(a) "Qualifying Examination" means an examination the passing of which makes a student eligible for admission to a particular year in a course of study leading to Bachelor's or Post Graduate Degree or Diploma Certificate conferrable by this University.

(b) "Equivalent Examination" means an examination, which has been conducted by:

- (i) Any recognized Board of Secondary Education, or
- (ii) Any Indian university incorporated by any law in force for the time being, and recognized by the University as equivalent to its corresponding examination.
- (iii) Any foreign University / Board examination that have been recognized by AIU as equivalent to +2 stage qualification or Bachelor degree Programme.

(2) A Student seeking admission to a institute or University Teaching Department shall, on or before the date prescribed for submission of applications for admission by the Head of the Institution concerned , submit his/her application on the prescribed form to be obtained from such institution on payment of the prescribed fee.

(i) Provided that the reservation of seats and relaxation in percentage of minimum of marks wherever prescribed in respect of students belonging to scheduled castes and scheduled tribe, OBC, Physically Handicapped, Sons/Daughter/Grand-sons/Grand-Daughters of freedom fighters as decided by State Government from time to time,

(ii) Provided also that admission to courses related to Health Science shall be as per the guidelines / instructions of Medical council of India, Dental Council of India/India Nursing Council & other regulatory bodies & Govt. of M.P., Medical Educational department, Bhopal.

(3) The university shall follow the normal admission process to all courses, if otherwise specified as follows:

There will be two academic cycles, Summer Session (from July to June) and Winter Session (from January to December) every year.

- i. The University will issue the admission notification on the University's website, in news papers, notice board of the university and in other publicity media before the commencement of every new academic session.
- ii. The intake and fees for each of the courses shall be decided by the Board of Management of the University in accordance with the norms of the concern

regulatory body from time to time and same will be intimated to the regulatory body.

- iii. List of candidates provisionally selected for admission / short listed will be displayed on the notice board of University and University's website. Also, the students will be informed directly of their admission.
- iv. The candidates whose results of qualifying are awaited can also apply, and they will be admitted provisionally. Such candidates, however, must produce the previous year's mark sheet, school/college certificate as a proof for required eligibility criteria before the due date, failing which the provisional admission cannot be granted. The candidates so admitted shall have to present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- v. If a candidate admitted provisionally under (iii) above if they could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- vi. The application form may be rejected due to any of the following reasons:
 - The candidate does not fulfill the eligibility conditions.
 - The Candidate has been debarred for an indiscipline ground from any colleges/ Universities/ Institution
 - The prescribed fees are not enclosed.
 - The application form is not signed by the candidate and his/her parent/guardian, wherever required.
 - Supporting documents for admission are not enclosed.

Enrollment will be assigned to the student by the University after verification & submission of all required documents/fees.

Admission committee will be constituted by Vice Chancellor

Admission rules as framed by the- University taking into account the norms of the concern regulatory body shall be applicable for all admissions from time to time and all the decisions shall be final.

A complete list of the students admitted in various courses must be submitted in soft / hard copies within 45 days of completion of admission to the Regulatory Commission.

(4) The application for admission shall among others be accompanied by:-

The school or Institution Leaving Certificate signed by the Head of the Institution last attended by the student,

True copy of the statement of marks showing that the applicant has passed the qualifying examination, and in the case of a student, who passed the examination as private candidates, a certificate signed by two responsible persons certifying the good character of the applicant. If an applicant for admission, as aforesaid, has passed the qualifying examination from a Board other than the Board of Secondary Education, Madhya Pradesh, or a University other than this University, he/she shall submit in addition to the School or Institution leaving certificate an eligibility or a Migration Certificate from the Secretary, or Registrar of such Board or University as the case may be, together with immigration fee as decided by the University.

(5)

- (i) No student shall be admitted to an institution for pursuing a course of study for the initial year of the first Degree under any faculty unless he/she has passed the final examination held under the Madhya Pradesh Madhyamik Shikshan Adhiniym, 1965 (23 Of 1965), (i.e. any recognized Board of Secondary Education) or an examination declared equivalent to such examination by the University of such other qualifying examination as may be prescribed from time to time.
- (ii) No student enrolled in the University shall be admitted to any subsequent higher class in any institution unless he/she has passed the examination qualifying him/her to appear for the examination for which he/she will be preparing. Provided that a student who is eligible to appear at a Supplementary or second examination may be provisionally admitted to a subsequent higher class, but he/she shall revert to the lower class, if he/she is not declared as successful at such examination.
- (iii) No student migrating from any other University shall be admitted to any class in an Institution unless he/she has passed the examination, which has been declared by the University as equivalent to the qualifying examination for a student of the University.
- (iv) Without prejudice to the provision contained in sub-clause (iii) above, no student migrating from any other University shall be admitted to any class in an institution without the previous permission of the Board of Management, wherever by any general or special direction, such permission is necessary.

- (v) An applicant for admission to a course leading to a Bachelor's Degree shall not be admitted unless he/she is prepared to appear in all the subjects prescribed for the particular degree examination,

(6)

- (i) No student who has passed a part of any degree of Post-graduate examination from another University shall be admitted to subsequent higher class for such examination in any institution without the approval of the Vice-Chancellor.
- (ii) Student migrating from any other University in between course can carry his credit earned during his/her term in the previous University which will be credited as equivalent as per the declaration of University.
- (iii) No person, who is under sentence of rustication from any other University or a teaching institution connected with that university, shall be admitted to any course of study in institution maintained by the University.

(7)

- (i) Admission of students to various institutions will be done as per admission cycle declared by the Vice-Chancellor can make changes in the admission cycle,
- (ii) Candidates coming on transfer from other Universities due to the transfer of their Parents/ Guardians or any other genuine reason will be given admission beyond the last date for admission, subject to the provisions of 5(ii), 5(iii) & 6(ii).

(8) A complete list of all students admitted to the institutions/ departments shall be forwarded by the Head of the Institutions to the Registrar of the University by the last date (or as per the last date declared in the academic calendar of the university) with a certificate that all admissions have been made as per University rules and that no exception has been made.

- (i) A student shall be enrolled as a member of an institution as soon as he/she is admitted by the Head of the Institution and has paid the prescribed fees.
- (ii) A student seeking admission to an Institution after the commencement of the session shall be required to pay tuition fee from July of the year/ or as directed by academic council of the University.

(9) The Head of the Institutions may permit a student to change his/her optional subjects for a course with the approval of the Vice-Chancellor, to change the faculty within 30 days of start of the course.

(10) A student migrating from one institution to another under the jurisdiction of the University shall not be required to pay such installments of tuition fees as he/she has already paid in the institution from which he/she is migrating.

- (11) A student who is enrolled in the University may apply for a change, correction or alternation in one's own name or surname to the Registrar of the University with a fees decided by University along with an affidavit with proof certificate and documents.
- (12) Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the institutions of which he/she is a student.
- (13)
- i. When a student has been guilty of breach of discipline within or outside the premises of University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying or the Vice-Chancellor/ Registrar may according to the nature and gravity of the offence-
 - (a) Suspend such a student from attending classes for not more than a week at a time.
 - or
 - (b) Expel such a student from the institution;
 - (c) Disqualify such a student from appearing at the next ensuing examination
 - or
 - (d) Rusticate such a student.
 - ii. Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
 - iii. The Head of the institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.
 - iv. The period during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
 - v. The rustication of a student from an Institution shall entail the removal of his name from the register of enrolled student.
- (14) Reservation to SC/ST/Other categories students shall be observed as per Government of M.P. from time to time. Concessions/Scholarship to SC/ST/OBC/Physically Handicapped and Girls candidates shall be given as per Government of M.P time to time and as decided by Board of Management of University.
- (15) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO 03**REGISTRATION OF STUDENT AND THERE ADMISSION TO THE COURSES
OF STUDY AND TEACHING METHODOLOGY**

- (1) For registration / to enroll in the University courses of study, candidates must apply on prescribed format and submit the application form along with the attested copy, of the mark sheet of the qualifying examination and University fees. The registration form will be forwarded by the head of the institution to the Registrar of the University.
- (2) On receipt of the registration form at the University Institution the candidates will be allotted a temporary registration number
- (3) The registration application form will be subject to verification by the University and after due verification, the candidates will be given a permanent registration number
- (4) The mode of sending application for admission of the student can be direct or counseling or through guidance centre or though post or through online. Any student from India or abroad seeking admission in the University can interact online to the University. Mode of instruction of teaching of such student shall be decided by the Academic Council of the University.
- (5) The Validity of the registration of student for different - different course will be as under.

S.No.	Name of Courses	Maximum Validity Period (year)
1	Certificate and one year Diploma course	2
2	Two year Degree and master Degree course	4
3	Three Year Degree Course	6
4	Four year Degree Course	8
5	Five Year Integrated Degree Course	10
6	Seven Year Integrated Degree Course	14

- (6) No person who is under sentence or expulsion or rustication from another University shall be admitted to any course of study during the period for which the sentence is in operation.
- (7)
 - (i) A student who is registered with the University may apply for a change correction or alteration in one's own name or surname to the Registrar of the University with a fee decided by University.

- (ii) The Registrar, if he is satisfied with the reasonableness of the request, may pass order for change or correction of name of the student.
 - (iii) The application for change or correction in the name shall be made through the Head of the institution where the student is studying and will be supported by an affidavit.
 - (iv) The fees deposited by the candidate shall not be refunded in any case.
- (8) Teaching Days - Every University enrolling regular student for the first degree course shall ensure that the number of actual teaching days not to below 180 in an academic year (90 days in a semester)
- (9)
- (i) Teaching methods of all the courses shall include one or more methods of teaching from - Class Room Teaching, Online Teaching, Assignments, Viva Voce, Lab Work, Seminar, Project Work, Summer Training, Field Work, Presentation, Group Discussion etc.
 - (ii) To better support to the students in conjunction with the traditional approaches, modern approaches based on information and communication technologies for teaching learning will be adopted. These may included organizing of classes in shifts or online teaching - learning, material availability, Webcasting, Podcasting, online chatting with teachers, Online Discussion forums etc.

ORDINANCE No. 4
EXAMINATION GENERAL
PART-I
DEFINITION

In this ordinance and in all Ordinance and Regulations laying down conditions for appearing in an examination of the University for a degree or a diploma, either generally or for a particular examination, Unless there is anything repugnant in the subject or context.

- "REGULAR CANDIDATES" means a person who has a regular course of study in the University Teaching Department (UTD) or a University Institution and /or online classes and seeks admission to an examination of the University as such.
- "EX-STUDENT CANDIDATE" means a person who was admitted to an examination as a regular candidate and was not declared successful there at or was not able to appear in the examination though admission card was correctly issued to him by the University and seeks admission again to the same examination.
- "FORWARDING OFFICER" means a person authorized by the Registrar of the University.
- "FAILED CANDIDATES" means a student who could not get minimum marks to clear a subject.
- "ENROLLMENT" means the period for which a candidate's registration is valid.
- "ATTESTED" means signed and verified by an officer.

PART -II**ADMISSION OF VARIOUS CATEGORIES OF STUDENTS TO UNIVERSITY EXAMINATION**

- (1) No candidate shall be permitted to appear in the University examination unless he/she is duly registered/ enrolled with the University & had paid all dues.
- (2) Filled up examination forms of all the candidates with the complete examination fees shall be forwarded by the head of the institution so as to reach to the designated center on or before the last date prescribed for the purpose by the University. It will be the responsibility of the head of the institution to see that the candidate possesses minimum academic qualifications for appearing in the examination, has fulfilled attendance norms and is of good conduct.
- (3) Registrar of the University or the Head of the institution can detain a student from appearing in an examination if he/she has not paid full dues of the University or does not return the Institution property and all the articles or if the conduct of the students has been unsatisfactory between the time of submission his/her application form to the Registrar for admission to the examination and the date of commencement of the examination.
- (4)
 - (i) An Ex-student shall submit his examination form in prescribed format on or before the last date notified by the University to the concerned Head of Department who will forward it to the designated center after verification.
 - (ii) An Ex-student shall offer the subject's or optional papers which he/she had previously offered as a regular student unless on account of a change in the scheme of examination the subject/ paper offered by him/her earlier cases to be a part of the scheme of the examination or syllabus for the examination and he/she is permitted by the University to offer instead a different subject or paper.
 - (iii) An Ex-student will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the university.
- (5) Every Ex-student shall appear at the examination center at which the regular candidates from the institution in which he/she had prosecuted a regular course of study shall be appearing. Provided that the Registrar/Head of Exam in action may, for sufficient reasons, require or allow a candidate to change his/her examination center.

(6) A regular candidate submit his/ her application form with the form fees and examination fees shall be forwarded by the Head of the Institution/ Head of the University Teaching Department or the school of the Studies so as to reach the Registrar on or before the last date prescribed for the purpose by the University authorities.

(7) In case of each application the Head of the Institution /Head of the University Teaching Department or School of Studies shall certify that the candidate: -

(i) Possesses the minimum qualification for appearing at the examination to which he seeks admission.

(ii) He/she of good conduct.

(8) The Head of the University Teaching Department or School of Studies or the Head of the Institution concerned shall send list of eligible candidates for examination, as per examination schedule declared by the University.

(9) No Regular candidate shall be allowed to take the annual/term-end/semester, examination unless one has:

(i). Attended at least 75% of lectures/ Practical delivered However the Vice Chancellor and other authorities can condone the attendance up to 15% on reasonable ground.

(ii). Paid all the due fees

(a) Obtained "NO Dues" certificates from the concerned Department/college

(b) Submitted the Project Report/ Job Internship Certificate, as notified by the Director/ Head/ Principal

(c) Received in-plant training as prescribed by the Principal/ Head/ Director.

(10) Admission of regular candidate to an examination of the University.

No candidate shall be admitted to an examination of the University unless he/she:-

(i) Has been enrolled as a student in the University Teaching Department, School of studies or colleges in accordance with the provisions of the Ordinance

(ii) Possesses the minimum academic qualification for admission to the examination to which he seeks admission.

(iii) A candidate migrating from another University or Board of Secondary Education should submit his/her original migration certificate with his/her enrolment application form on the date prescribed in the Ordinance for

enrolment of students and their admission to course of study together with the migration and immigration fees as prescribed by the University from time to time.

(iv) The Controller Exam may on the specific recommendation of the Principal, and if he is satisfied that an admission card has been lost or destroyed, grant a duplicate admission card on payment of further fees as prescribed by the University such card shall show in a prominent place the word duplicate.

(v) Where a candidate offers an additional subject paper for Examination in accordance with the provisions of the Ordinance relating to the examination, the minimum attendance requirement shall apply equally in case of such additional subject/paper.

(11) In computing the attendance for fulfillment of the condition regarding prosecution of a regular course of study:-

- (i). Attendance at lectures delivered and practical, if any, held during the academic session shall be counted.
- (ii). Attendance at any lecture delivered or in practical held within fourteen days proceeding the first day of written examination which shall be treated as preparation leave, shall not be counted.
- (iii). Attendance at NCC/NSS Camp during the session shall be taken as full attendance at lectures/practices on each such day camp and-the day of journey to such camp.
- (iv). Participation as a member of a SVN University /College team in any Inter-University or Inter-Collegiate Competition shall be taken as full attendance on the days of such competition and the days of journey for participating therein.
- (v). For special reasons such as prolonged illness deficiency in percentage of attendance not exceeding fifteen percent i.e. upto ten percent and a further five percent of the total number of lectures delivered and practical held in each subject may be condoned by the principal and by the vice-chancellor respectively.

(12) Except as otherwise provided, a candidate for an examination shall on or before the last date notified by the University.

- i) Submit an application for an admission to the examination in the prescribed form duly affix his/her latest passport size photograph at the appropriate place,

through the Head of the University Teaching Department or School of Studies indicating the subject or subjects in which he desires to present himself for the examination,

- ii) Pay along with the application, the fee prescribed for the examination concerned.
- iii) Application submitted by regular candidate together with the examination fee shall be forwarded by the Principal of the College/Head of the University Teaching Department, School of Studies so as to reach the university on or before the last date prescribed for the purpose by the University.
- iv) In case of each application, the Head of the University Teaching Department or School of Studies shall certify that the candidate :
 - a) Possesses the minimum academic qualification for appearing at the examination to which he/she seeks admission.
 - b) Is of good conduct.
- v) The Head of University Teaching Department or School of Studies may detain a candidate from taking an examination if he does not pay outstanding college dues, or does not return the college property and all the articles and uniform issued to him for sports or NCC or does not pay the cost thereof in case of loss, by 15 days preceding the examination or if the conduct of the student has been unsatisfactory between the time of submission his application form to the University for admission to the examination and the date of the commencement of the examination.

(13) Admission of an Ex-Student candidate to an examination of the University.

No ex-student candidate shall be admitted to an examination of the University unless he submits with his application for appearing in the examination:-

- (i) The statement of marks (in original) obtained by him at the said examination issued by the University together with an attested copy thereof, or
- (ii) In case he was duly admitted to the said examination as a regular candidate but could not appear there at, a certificate from the Principal of the college last attended by him showing the year, the roll number and the examination to which he was admitted as a regular candidate.

(14) An ex-student candidate for an exam shall:

- (i) Submit through the forwarding officer i.e the Principal of the college wherein he has pursued a regular course of study, an application for admission to the

examination in the prescribed form on or before the last date notified by the SVN University and specify therein :-

- a. Whether he is a candidate for the examination entitled.
 - b. The subject paper or subjects/papers in which he desires to present himself for the examination.
- (ii) Submit with his application evidence of having been admitted to the examination earlier as required in paragraph 16(i) above.
 - (iii) Attach with his application for admission to the examination, his/her latest passport size photograph duly attested by the forwarding officer.
 - (iv) Pay the fee prescribed for the examination. Fees shall be paid through crossed bank draft drawn in-favor of the Registrar of the University or in any other manner prescribed by the University.
 - (v) An Ex-student candidate shall offer the subjects/papers which he had previously offered as a regular candidate unless on account of a change in the scheme of examination the subject/paper offered by him earlier ceases to be a part of the scheme of examination or syllabus of the examination and he is permitted by the University to offer instead a different subject or paper.
 - (vi) An ex-student candidate will be required to appear in the examination in accordance with the syllabus specifying the scope of studies in different subjects in force in the University.
15. Every ex-student candidate shall appear at the examination center at which the regular candidate from the college in which he has pursued a regular course of study shall be appearing.

PART-III GENERAL CONDITIONS

16.

- i. No Candidate shall appear in more than one degree examination or for the Master's degree in One and the same academic year.
- ii. A candidate who has passed a part of the Bachelor's degree examination or a part of a Master's degree examination of another University may, on the recommendation of Chairman Board of studies concern and Dean of the faculty concern be admitted with the permission of Vice Chancellor to the next higher examination of the University for the degree concerned provided the course offered by the candidate at such other University is equivalent to the course of the University for the corresponding examination.

- iii. No person who has been expelled or rusticated from any college or University or has been debarred in appearing at a University examination shall not be admitted to any examination during the period for which the sentence is in operation.
- iv. An application for admission to an examination received by the University after the last date notified by the University but not later than fifteen days after such last date may be entertained on payment of a late fee prescribed by the university but not later than the fifteen days before the commencement of examination.
- v. Notwithstanding anything contained in the ordinances relating to admission of candidates to an examination of the University, the Vice Chancellor may, in special cases to an examination is not due to lack of diligence on the part of the candidate and that it would be a great hardship to the candidate if his application is rejected, allow an application which is otherwise complete in all respects to be entertained with the late fee prescribed by the University even though the same is received after the expiry of the period of fifteen days mentioned in the forgoing paragraph.
- (17) The University shall issue an admission card in favor of a candidate, if:-
- (i). The application of the candidate is complete in all respect in accordance with the provisions applicable to him and in order.
 - (ii). The candidate is eligible for admission to examination, and the fees as prescribed have been paid by the candidate.
 - (iii). Where the practical examination is held earlier than the examination in theory paper, a candidate shall not be deemed to have been admitted to the examination until he is issued an admission card for appearing in the examination.
 - (iv). The admission card issued in favor of a candidate to appear at an examination may be withdrawn if it is found that :-
 - a) The admission card was issued or permission was given through mistake or the candidate was not eligible to appear in the examination.
 - b) Any of the particulars given or document submitted by the candidate in or with the application for enrollment admission to a college, teaching department or School of Studies or an examination is false or incorrect.
 - (v). The Registrar may on the recommendation of Head of Department /Superintendent Exam concern that an admission card has been lost or

destroyed, grant a permission to issue a duplicate admission card on payment of a further fees prescribed by the University. Such card shall shown in a prominent place the word "Duplicate".

- (18) A candidate shall not be allowed to entire in to the Examination hall unless he produces the admission card before the Superintendent of the Examination Centre or the invigilator or satisfies such officers that it shall be produced.
- (19) In the Examination Hall the candidate shall be under the disciplinary control of the Superintendent of the center and he shall obey his instructions.

- (i). In the event of a candidate disobeying the instructions of the Superintendent or his undisciplined conduct or insolent behavior towards the Superintendent or any invigilator, candidate may be excluded from that days examination and if he persists in misbehavior he may be excluded from the rest of the examination by the Superintendent of the center.
- (ii). If a candidate acts in a violent manner or uses force or makes a display of force towards the Superintendent or any invigilator at the centre or in its precincts endangering the personal safety or either of them or acts in a manner unlikely to the authorities in the discharges of their duties, the Superintendent may expel the candidate from the center and may take police help.
- (iii). If a candidate brings any dangerous weapon within the premises of the examination centre be expelled from the centre and/or handed over to the police by the Superintendent.
- (iv). If a candidate is found guilty of using or attempting to use or having used unfair means at an examination such as copying from some book or note or from the answer of some other candidate or helping or receiving help from any other candidate or keeping with him in the examination hall material connected with the examination or failure of an examinee to handover his answer-book to Superintendent/invigilator or taking away his own answer book, walks out of the examination hall or in any other manner whatsoever, the Board of Management or the Committee appointed for the purpose by the Board of Management may cancel the examination.
- (v). The Board of Management may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that the candidate was in

any manner guilty of misconduct in connection with his examination and/or was instrumental in or has abetted the tampering of the University records including the answer books, marks-sheet, result charts, degree, diplomas and the like.

- (vi). The Board of Management may cancel the examination of a candidate and/or debar him from appearing at an examination of the University for one or more years, if it is discovered afterwards that candidate has obtained admission to the examination by misrepresenting facts or by submitting false or forged certificate/documents.

- (20) The fees paid by a candidate who had not appeared in the Examination with what ever had being the reason will not be refunded or adjusted.

(21)

- (i). Any candidate, who has appeared at an examination conducted by the University, may apply to the Registrar for the security of his marks in the written papers in any subject or rechecking of his result, Such application must be made so as to reach the Registrar within 30 days after the declaration of result.

- (ii). Such application must be accompanied by fees as prescribed by the University.

- (iii). The result of the re-totaling shall be communicated to the candidate.

- (22) A candidate whose result has been declared may apply to the Registrar for Retotaling and Rechecking of any of his answer books in the prescribed form within 30 days of the declaration of his result for the Re-Totaling and rechecking any of his answer book. Provided that no candidate shall be allowed to have the answer books of more than two papers revalued. Provided also that no revaluation shall be allowed in case of scripts of practical, field work, seasonal work tests and thesis submitted in lieu of paper at the examination.

- (23) A candidate who has passed any final degree examination may, after the declaration of his result and before the date of the next convocation apply to the Registrar for a Provisional Certificate of passing the examination of the University. Such application shall be accompanied by a fee as prescribed by University.

- (24) A person who is under sentence of expulsion or rustication from a University Teaching Department School of Studies or college or from the University or is debarred from appearing at examination of the University for any period of time shall not be granted a

Migration Certificate during the period for which the sentence is in operation. Duplicate copies of the following certificates shall be granted on payment of the fee prescribed by the University, viz:-

- a. Marks list
- b. Migration Certificate.
- c. Provisional Certificate.

Provided further that duplicate copy of Migration Certificate shall not be granted except in cases in which the Registrar is satisfied by the production of an affidavit on a stamped paper of proper value required by Law for the time being in force that the applicant has not utilized the Original Migration Certificate for appearing at an examination and has lost the same or that the same has been destroyed and that the applicant has real need for a duplicate.

- (25) The names of first ten successful candidates in each final examination who obtain first division shall be declared in order of merit, as provided in the concern ordinances.
- (26) The Vice Chancellor may award two grace marks in case the candidate is failing by two marks or missing a division by two marks where the deficiency is so condoned, two marks shall nowhere be added.
- (27) The scope of studies in different subjects for an examination shall be as prescribed by the University from time to time and printed in the prospectus/syllabus for the examination concerned.

Part -IV

Examination Fee:

The Examination fees for various courses under Yearly/semester system examination pattern will be decided by the University from time to time.

The Board of Management of the University can change any of the fees or conditions for the examination as and when the situation so warrants.

Ordinance No.5**Conduct of Examination****Part-1****General**

- (1) All arrangements for the conduct of examination to be held by the University shall be made by the Examination Controller in accordance with such directions as may be issued by the Board of Management of the University.
- (2) The Examination Controller shall prepare and duly publish a programme for the conduct of examination specifying the date of each Examination and the last dates by which applications and fees for the examinations shall be submitted by the intending examinees.
 - i. The Board of Management shall in consultation with the Head of the Institution appoint Superintendent and Assistant Superintendent, if any, for the examination center and shall issue instructions for their guidance.
 - ii. The Superintendent of the Examination shall be personally responsible for the safe custody of question papers and the answer book sent to him and shall render to the University office a complete account of used and unused question papers and answer sheets.
 - iii. The Superintendent of the Examination shall be responsible for the safety and security of the centre in case the examination is online.
 - iv. The Superintendent shall supervise the work of invigilator working under him and shall conduct the examination strictly according to the instructions issued to him by the University.
 - v. The Superintendent of the Examination shall, whenever necessary send a confidential report to the Examination Controller about the conduct of Examination, mentioning therein the performance of the invigilators and the general behavior of the examinees. He shall send a daily report on the number of examinees attending each examination, absentees roll numbers and such other information relating to the examination, being held at the center as may be considered necessary, along with any other matter which he thinks fit to be brought to the notice of the University. He shall also be responsible for maintenance and submission of report to the CFAO of the University, of the

account of advance money received and expenditure incurred in connection with the conduct of the examination.

- vi. The Center Superintendent shall have the power to expel, an examinee, from examination on subsequent days, on any of the following grounds:
 - a. That the examinee created a nuisance or serious disturbance at the Examination Centre.
 - b. That the examinee shows a seriously aggressive attitude towards an invigilator or a member of the staff entrusted with the examination work.
 - c. If necessary, the Superintendent of Examination may get police assistance. Where a candidate is expelled from examination the Examination Controller should be informed immediately.
- vii. Unless, otherwise directed, only teachers of Institutions, University Teaching Department, shall be appointed as invigilators by the Superintendent, provided that a teacher of the subject of the written examination at any session may not be an invigilator at such session of the examination.
3. It shall be the duty of the Centre Superintendent to ensure that an examinee is the same person who had filled in the of application for appearing at the examination. It shall be the duty of the Centre Superintendent to see that on each day on which a candidate appears in the examination his signature is obtained on the form and to make sure that it tallies with the one already on it.
4. The University may change the examination centre of the examinees irrespective of a Institution to which they belong anytime if it deems proper without assigning any reason thereof.
5. The Examination Controller may, on the recommendation of the Centre Superintendent appoint an alternative person to write down dictation pertaining to answers to questions at the examination on behalf of an examinee who is unable to write himself/herself on account of severe short sightedness or sudden illness, (must be sported by a certificated issued by a Medical Officer), provided that such an alternative person shall be a man/woman possessing qualification of at least one class examination lower than the examinee concerned.
6. The University may from time to time appoint Supervisor or Flying squad to see that the conduct of the examination is strictly according to the rules and procedure laid down. In the event of the supervisor pointing out breach of rules or procedure, the Vice-Chancellor may take such action as may be necessary including postponement or cancellation, wholly or in part, of the examination at the centre, and if any such

action taken, a report of the action taken shall be made to the Board of Management at its next meeting.

7. The Vice-Chancellor may cancel the examination if he is satisfied that there has been a leakage of question papers or any other irregularity which warrants such a step.
8. The Vice-Chancellor may issue such General Instructions for the guidance of the Examinee, Centre Superintendent, Tabulators, Collators, as he consider necessary for the proper discharge of their duties.
9. Subject to the provision of this Ordinance, the Board of Management may from time to time make, alter, or modify and procedures about the conduct of Examination
10. The Yearly system of Examination will be phased out within a short period and switched over to Semester System.

11. (i) The Results Committee for each faculty shall consist of the following

Dean of concern Faculty	Chairman
Head of concern Department	Member
Two faculties of concern Department	Member

- (ii) Two members shall form a quorum

- (iii) The term of the Results Committee shall be one academic year.

- (iv) The function of the Results Committee shall be as follows:

- a. To scrutinize and declare the results of the examinations conducted by the University after satisfying itself that the results on the whole and in various subjects are in conformity with the usual standards and to recommend to the Vice-Chancellor the action to be taken in case the results is unbalanced.
- b. To scrutinize complaints against question papers and to take necessary action.
- c. To decide cases of candidates who answered wrong papers.
- d. To decide cases of candidates whose answer books were lost in transit.
- e. To decide case of mistakes made by the paper-setters, Moderators, Examiners, Invigilators, Superintendents of the Examination Centers, Tabulators, Collators, Co-coordinators and any other person concerned with the examinations whose cases are referred to the Committee.
- f. To exercise such other powers as the Board of Management may delegate to it from time to time.

12. The Vice Chancellor shall appoint Tabulators and Collators as necessary and he may issue general instructions for the guidance of tabulators in preparing the results of the examinations.
13. If a candidate has any communication to make on the subject of his/her examination paper, it shall be made in writing to the Examination Controller.
14. Any attempt made by or on behalf of a candidate to secure preferential treatment in the matter of his/her examination shall be reported to the Examination Controller who shall place the matter before the Board of Management.
15. Except as otherwise decided by the Board of Management, the examination answer books and the documents regarding the marks obtained by the examinees except the tabulated results, shall be destroyed or otherwise disposed off after six months from the date of declaration of the results.
16. The Registrar will publish the results of the University examinations as passed by the Results Committee on the notice board of the office of the University. The results, when published, shall simultaneously be communicated to the Head of Institutions of different faculties. If any cleared error or errors in the process of calculation of computerization is discovered in the results so declared, the Vice-Chancellor shall have the power to rectify the same as soon as possible.
17. No examinee shall leave the examination hall within an hour of the start of the examination for any purpose whatever and no late comer will be permitted in the examination hall after half an hour of its commencement without the permission of the Centre Superintendent but not exceeding one hour.
18. Examinee desirous of leaving the examination hall temporarily shall be permitted to do so for a maximum period of five minutes.
19. A candidate found talking during the examination hours shall be warned not to do so. If the candidate continues talking in spite of the warning by the invigilators, the answer book of such examinee shall be withdrawn and a second answer book supplied. Only the second answer book shall be sent for valuation. The first answer book shall be cancelled and sent to the Examination Controller by the Superintendent.
20. The superintendent of an examination centre shall take action against an examinee who is found using or attempting to use unfair means in the examination hall or within the premises of the examination centre during the hours of examination, in the following manner:

- a. The examinee shall be called upon to surrender all the objectionable materials found in his or her possession including the answer book and a memorandum shall be prepared with date and time.
- b. The statement of the examinee and the invigilator shall be recorded.
- c. The examinee shall be issued & fresh answer book marked "Duplicate Using Unfair means" to attempt answer within the remaining time prescribed for the examination.
- d. All the materials collected and the entire evidence along with a statement of the examinee and the answer book duly initialed shall be sent to the examiner by the Registrar/Controller examination by name, in a separate confidential sealed registered packet marked "Unfair Means" along with the observations of the Superintendent.

21. The material so collected from the examinee together with both the answer books, viz, the answer books, collected while using unfair means and the other supplied afterward, will be sent to the examiner by the Registrar/Controller examination for assessing both the answer books separately and to report if the examinee has actually used unfair means in view of the material collected.

22.

- a. Where a candidate applies for revaluation, the answer book in which revaluation is sought will be sent for valuation by Controller of Examinations to Two Examiners (other than the One who initially valued it)
- b. The average of the nearest two of the three valuations (one initial and two revaluations) shall be taken as corrected marks.
- c. If the revaluation marks deviate 20% more from the initial valuation, a fourth examiner shall be appointed by the Vice-Chancellor. In such cases the marks awarded by the fourth examiner shall be final.

23. The cases of the use of unfair means at the examination as reported by the Centre Superintendent along with the report of the Examiner shall be examined by a Committee to be appointed by the Vice-Chancellor every year. The Committee shall consist of:

- a. One member of Board of Management, one of the Deans of Faculties, and one teacher, who is appointed in Academic Council nominated by the Board of Management.
 - b. One student who in the academic session immediately preceding was a member of any Board of Study, nominated by the Vice-Chancellor.
 - c. The Vice-Chancellor shall appoint one of the members including under (a) to be the Chairman of the Committee.
 - d. The committee shall after examining the cases, decide the action to be taken in each and report to the Vice-Chancellor all cases of the use of unfair means together with the decision of the Committee in each case.
24. The remuneration of the Examiners, Superintendents, Assistant superintendents, Invigilators, Tabulators, and Collators shall be decided by the Board of Management from time to time Deduction shall be made in remunerations for errors notice & rate of deduction will be decided by Board of Management.
25. All the records of examinations and results will be maintained by the university for a maximum period of two years from the date of results of the concerned examination.

PART II

SEMESTER SYSTEM OF EXAMINATION FOR 3 Years GRADUATE COURSES

1. The provisions of this ordinance will be application to all the three year degree courses at undergraduate courses being taught in School of Studies of SVN University running on semester system.
2. The courses shall be divided in six semester covering three academic sessions.
3. Admission to these courses will be made either on merit (to be defined by the university / constituent College) in qualifying examination or in the entrance test held for the purpose.
4. The under graduate courses in semester system shall consists of:
 - a. Such courses (Theory papers) as prescribed by the SVN University.
 - b. Such job internship / lab work / practical / projects etc. as prescribed by the SVN University.
 - c. Such other types scheme of examination as prescribed by the SVN University.

5. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the university/Central Board of Studies of concern subjects from time to time.
 - a. Examination of odd and even semesters shall ordinarily be held in the month of November / December and in the month of May / June.
6. There shall be no supplementary or second examination in semester system of the course of study.
7. If a candidate fails in two subjects in any one semester examination but clears all the remaining subjects of the examination, candidate will be allowed to keep the term (ATKT) and promoted to the next semester. Student will be allowed to appear and pass the ATKT paper in next two successive examination of the same semester, along with the regular semester examination, and if student fails to pass the ATKT paper or fails to appear in next two successive examinations of the same semester, will not be allowed to appear in subsequent semester examination, however, students may be allowed to appear in all the papers as an ex-student in the next examination of the same semester. Provided further, that if a candidate fails in more than two subjects in any semester examination, she/he will not be allowed to appear in subsequent semester examination. However, she / he may be allowed to appear as an ex-student in the next examination of the same semester. In no case the candidate will be given more than two ATKT other than the main examination, to pass a semester.

Provided further that the candidate will be permitted to appear in 5th semester only when she / he clears all the subjects / papers and practical up to 1st & 2nd Semester. No Division shall be awarded up to 5th Semester. Candidate will be awarded degree in the year in which she / he clears all the papers and practical of 6th semester. In such situation, mark-sheet for each semester will be issued separately up to 5th semester with the result Pass / A.T.K.T. Once the candidate clears all the subjects upto 6th semester, composite mark-sheet will/be issued in the 6th semester with the mention of Division also.

Provided further that if a candidate fails in two subjects in 6th Semester, an exemption will be made to this and she/he be permitted to take one repeat attempt examination in that subject along with the regular examination of these papers conducted by the university in an immediately subsequent semester beyond the stipulated time limit of five years.

8. Rules for ATKT system as amended by the Govt, from time to time shall be made applicable in the University, however it is herewith made clear that there shall not be separate examination for ATKT students but they shall be allowed to appear in the ATKT paper/subject with regular semester examination.
9. If a candidate fails or remain absent in practical / CCE / Project / Internship of any subject or subjects will be treated as ATKT in that subject.
10. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (Theory & Practical's both) and project work (if any) taken together at the end of sixth /final semester of examination.

75% and above - First Division with Distinction

60% or above - First Division

45% but less than 60% - Second Division

33% but less than 45% - Third Division

11. A candidate has to complete the entire course of under graduate degree within a maximum period of five years from the session of first admission or as per ordinance of SVN University for different courses.
12. The V.C. Grace up to maximum of two marks will be given to pass in a paper in each semester and five marks for improvement in division in the final semester. However, in no case both the grace each for passing and for division cannot be taken together as per ordinance of this university for grant of grace marks.
13. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the SVN University.

Notwithstanding anything contained in forgoing Para, shall be in contravention and in consistence with other examination ordinance or specific ordinance if any and stand independent.
14. In case of any dispute /ambiguity in semester system of examination / course the vice chancellor decision shall be final.

PART II (A)**YEARLY SYSTEM OF EXAMINATION FOR 3 YEARS GRADUATE COURSES**

1. The provisions of this ordinance will be application to all the three year degree courses at undergraduate courses being taught in School of Studies of SVN University running on Yearly system.
2. The courses shall be divided in three session covering three academic years.
3. Admission to these courses will be made either on merit (to be defined by the university / constituent College) in qualifying examination or in the entrance test held for the purpose.
4. The under graduate courses in yearly system shall consist of:
 - a. Such courses (Theory papers) as prescribed by the SVN University.
 - b. Such job internship / lab work / practical / projects etc. as prescribed by the SVN University.
 - c. Such other types scheme of examination as prescribed by the SVN University
5. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a manner prescribed by the university/Central Board of Studies of concern subjects from time to time.
 - a. Examination ordinarily be held in the month of Dec/Jan and April /May.
6. There shall be supplementary or second examination after the declaration of year end result.
7. If a candidate fails in not more than three paper in any year end examination but clears all the remaining papers of that examination. He/she will be allowed to appear in the supplementary examination of the subjects in which he/she has failed.
8. Provided further, that if a candidate fails in more than three papers in any year end examination, he/she may be allowed to appear in the same session as an regular student.

Provided further, Student will be promoted to II session only when he passes all the papers Theory / Practical of I session, similarly Student will be promoted to III session only when he passes all the papers Theory / Practical of II session and A

candidate will be awarded degree only when he/she clears all the papers of all the three sessions.

9. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (Theory & Practical's both) and project work (if any) taken together at the end of III final session of examination.

75% and above - First Division with Distinction

60% or above - First Division

45% but less than 60% - Second Division

33% but less than 45% - Third Division

10. A candidate has to complete the entire course of under graduate degree within a maximum period of five years from the session of first admission or as per ordinance of SVN University for different courses.

11. The V.C. Grace up to maximum of five marks will be given to pass in a paper in each Year and five marks for improvement in division in the final Session. However, in no case both the grace each for passing and for division cannot be taken together as per ordinance of this university for grant of grace mark.

12. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the SVN University.

Notwithstanding anything contained in forgoing Para, shall be in contravention and in consistence with other examination ordinance or specific ordinance if any and stand independent.

13. In case of any dispute /ambiguity in yearly system of examination / course the vice chancellor decision shall be final.

Part-III**SEMESTER SYSTEM OF EXAMINATION FOR POST-GRADUATE COURSES**

1. The provisions of this ordinance will be application to all the two year degree courses at postgraduate level being taught in School of Studies of SVN University running on Semester system.
2. The courses shall be divided in four semester covering two academic sessions.
3. The Courses (M.A., M.Sc., M.Com. and M.H.Sc. etc.) of study shall be governed by the provisions of these ordinances.
4. Admission to these courses will be made either on merit (to be defined by the university / constituent College) in qualifying examination or in the entrance test held for the purpose.
5. The Post-graduate courses in semester system shall consists of:
 - a. Such courses (Theory Papers) as prescribed by the University Board of Studies of different subjects.
 - b. Such job internship / lab work / practical / projects etc. as prescribed by the University Board of Studies of different subjects.
 - c. Such scheme of examination as prescribed by the University Board of Studies of different subjects.
6. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a man concern subjects from time to time.
7. A candidate shall not be required to appear in the practical / CCE / Project/ Internship if he has already cleared in the main examination.
8. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (Theory & Practicals both) and project work (if any) taken together at the end of sixth / final semester of examination.

75% and above - First Division with distinction

60% or above - First Division

48% but less than 60% - Second Division

36% but less than 48% - Third Division

9. A candidate has to complete the entire course of Post graduate degree within a maximum period of three years from the session of first admission.
10. Vice Chancellor Grace of maximum up to five marks will be given to pass in a paper in each semester (this will not accumulate) and five marks for improvement in division in the final semester.
11. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the university.
12. In case of any dispute /ambiguity in yearly system of examination / course the vice chancellor decision shall be final.

Part-III (A)

YEARLY SYSTEM OF EXAMINATION FOR POST-GRADUATE COURSES

1. The provisions of this ordinance will be application to all the two year degree courses at postgraduate level being taught in School of Studies of SVN University running on Yearly system.
2. The courses shall be divided in two session covering two academic sessions.
3. The Courses (M.A., M.Sc., M.Com. and M.H.Sc. etc.) of study shall be governed by the provisions of these ordinances.
4. Admission to these courses will be made either on merit (to be defined by the university / constituent College) in qualifying examination or in the entrance test held for the purpose.

5. The Post-graduate courses in yearly system shall consists of:

Such courses (Theory Papers) as prescribed by the University Board of Studies of different subjects.

- a. Such job internship / lab work / practical / projects etc. as prescribed by the University Board of Studies of different subjects.
- b. Such scheme of examination as prescribed by the University Board of Studies of different subjects.

6. Each student shall have to appear in the theory, practical (if applicable) and continuous comprehensive examination (CCE) / Internal assessment tests. The internal assessment of CCE will be held in a man concern subjects from time to time.
7. A candidate shall not be required to appear in the practical / CCE / Project / Internship if he has already cleared in the main examination.
8. The Division shall be awarded on the basis of total marks obtained in Internal Assessment / CCE , University Examination (Theory & Practicals both) and project work (if any) taken together at the end of second and final year of examination.
 - 75% and above - First Division with distinction
 - 60% or above - First Division
 - 48% but less than 60% - Second Division
 - 36% but less than 48% - Third Division
9. A candidate has to complete the entire course of Post graduate degree within a maximum period of three years from the session of first admission.
10. Vice Chancellor Grace of maximum up to five marks will be given to pass in a paper in each semester (this will not accumulate) and five marks for improvement in division in the final semester.
11. The matter of admission attendance, examination and all other matters not provided in this ordinance shall be governed by the provisions of the relevant ordinances of the university.
12. In case of any dispute /ambiguity in yearly system of examination / course the vice chancellor decision shall be final.

Part -IV

Exam Regulations for Engineering/Technology Courses
(Rules for passing, Condonation, Gracing, and Award of Class:)

1. There will be one University Examination at the end of each semester.

These examinations will be designated as follows

S. No.	Duration	No of Semester
1	Two year Courses	4
2	Three Years Courses	6
3	Four Year Courses	8
4	Five Year Courses	10
5	Seven Year Courses	14

a.

The Semester examination will generally be held in Nov-Dec. and April- May in each year.

- b. There will be a full examination at the end of each semester consisting of theory and practical.

2. PROMOTION TO HIGHER SEMESTER AND YEAR

A candidate who has been admitted in the Engineering course will be promoted to the higher class in accordance with the following rules:

a.

- i. A candidate who has taken admission in A-B Group and has appeared in the examination of odd semester of a particular year will automatically be promoted to even semester of that year irrespective of failing in any number of subjects of previous semester.
- ii. A candidate who has taken admission in even semester under B-A Group and has appeared in the examination of even semester will automatically be promoted to next applicable odd semester irrespective of failing in any number of subjects of previous semester.

Note: The candidate who seeks admission in odd semester of an academic year is said to be in A-B group, while, a candidate who seeks admission in even semester of an academic year is said to be in B-A group, i.e. a Candidate of A-B Group will take admission generally in July; whereas, candidate of B-A Group will take admission generally in January in the relevant academic year.

- b. For the award of degree minimum Cumulative Grade Point Average (CGPA) required is 4.5.
- c. To pass a particular subject of the course the minimum required grade is D. However, the candidate should also separately score minimum of grade D in end semester examinations of theory and practical parts of the subject. For practical examinations one external examiner from outside the institute shall be appointed.
- d. A candidate who fails to score minimum of grade D in more than five subjects (Theory and Practical of the same subject shall be treated as two subjects) in a particular year, shall not be admitted to the next higher class.
- e. Further, a candidate shall not be admitted in the fifth or higher semester classes unless he/she has fully passed the first year examination with minimum of CGPA of 4.5. Likewise a candidate shall not be admitted in seventh or higher semester classes unless he/she has fully passed first and second year examinations with minimum CGPA of 4.5.
- f. If a candidate has passed all the subjects of an applicable year but has failed to score a minimum CGPA of 4.5 as per the requirement of rule (d) and (e) above, such a candidate shall be permitted to improve requisite grade point by reappearing in maximum of three theory /practical subjects, in the ensuing examination (theory and practical of a subject shall be treated as separate subjects.)
- g. Other than the provision of rule (f) above, a candidate shall not be permitted to reappear in that examination, for improvement of division/marks or for any other purpose.

3. AWARD OF CREDITS AND GRADES

- a. Each course, along with its weight age in terms of units and equivalent credits, shall be recommended by the concerned Board of Studies and shall be approved by the standing committee of Academic Council and the Board of Management. Only approved courses can be offered during any semester.
- b. A student shall be continuously evaluated for his / her academic performance in a subject through tutorial work, practical, home assignment, mid-semester test, field work, seminars, quizzes, end semester examinations and regularity, as proposed by respective Board of Studies and approved by standing committee of Academic Council and Board of Management of the University.

- c. The distribution of weight age / marks for each component shall be decided by the respective of Board of Studies and approved by standing committee of Academic Council and Board of Management of the university subject to such stipulation as given under:

i. Theory

a) Quizzes, assignments and regularity -	10%
b) Mid - semester test-	20%
c) End- semester examination --	70%

Total	100%
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ii. Practical

a) Lab work performance, quizzes, assignments and regularity -40%	
b) End - semester examination-	60%

Total	100%
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- d. Practical training and project work shall be treated as practical subjects.
- e. In each semester, the institute will be required to conduct at least two mid semester tests for theory block.
- f. Each student, registered for a course, shall be awarded grade by the concerned faculty / faculties for the specific subject/paper. The grades awarded to a student shall depend upon his continuous evaluation through performance in various examinations, assignments, quizzes, laboratory work, class work, mid semester test and regularity. The grades to be used and their numerical equivalents are as under:

Credit Based Grading System

Grade	Grade Point & % Marks range (Based on absolute marks system)	Description of performance
A ⁺	10(91-100)	Outstanding
A	9(81-90)	Excellent
B ⁺	8(71-80)	Very Good
B	7(61-70)	Good
C ⁺	6(51-60)	Average
C	5(41-50)	Satisfactory
C	5(50only)	Satisfactory (for M. Pharma)
C	5(46-50)	Satisfactory (for B. Arch)
D	4(40 only)	Marginal (for PG Courses Except M. Pharma)
D	4(31-40)	Marginal (for UG & Diploma Course)
D	4.5(45 only)	Marginal (for B. Arch.)
F	0	Fail
I	0	Incomplete
W	0	Withdrawal

- g. The Semester Grade Points Average (SGPA) and Cumulative Grade Point Average (CGPA) shall be calculated as under :-

$$SGPA = \frac{\sum_{i=1}^n c_i p_i}{\sum_{i=1}^n c_i}$$

Where C_i is the number of credits offered in the i^{th} subject of a semester for which SGPA is to be calculated, p_i is the corresponding grade point earned in the i^{th} subject, where $i = 1, 2, \dots, n$, are the number of subjects in that semester.

$$CGPA = \frac{\sum_{j=1}^m SG_j NC_j}{\sum_{j=1}^m NC_j}$$

here NC_j is the number of total credits offered in the semester, SG_j is the SGPA earned in the j^{th} semester, where $j=1,2,\dots,m$, are the number of semesters in that course.

- h. The grade sheet at the end of each even semester examination for students of A-B group (odd semester, for students of B-A group) shall also show CGPA till end of that semester. The final examination grade sheet at the end of final semester examination of the course shall also indicate CGPA, equivalent percentage marks and the division awarded, according to the rule as given in Para 5.0 of this ordinance.
- i. A candidate appearing in seventh semester after eighth semester (B-A group) will not be issued any Grade Sheet or Provisional Certificate after eighth semester until he has passed all the semesters.

4. CONDONATION OF DEFICIENCY

- a. Deficiency up to five marks can be condoned to the best of the advantage of the student for passing the examinations. The deficiency can be condoned in not more than two subjects (theory and practical of the same subject shall be considered as two separate subjects, for the purpose of awarding grace marks).
- b. One grace mark will be given to the candidate who is failing/missing distinction/missing first division by one mark, on behalf of the Vice Chancellor in the B.E. examination. This benefit will not, however, be available to a candidate getting advantage under clause (a).

5. AWARD OF DIVISION

- a. Division shall be awarded only after the eighth (Seventh semester for candidates of B-A group) and final semester examination based on integrated performance of the candidate for all the four years as per following details

$6.0 \leq CGPA < 7.5$	First Division
$4.5 \leq CGPA < 6.0$	II Division
$7.5 \leq CGPA$	First Division with Honors

- b. The conversion from grade to an equivalent percentage in a given academic program shall be according to the following formula applicable.

$$\text{Percentage marks scored} = \frac{\text{CGPA Obtained} \times 100}{10}$$

6. Class tests & submission of marks:

- Normally two class tests shall be conducted for a subject as prescribed. The best of two tests shall be taken for computing marks obtained out of maximum marks prescribed for a class test.
- If a candidate appears for only one test & remains absent for the other test, his test marks shall be calculated on the basis of rule above considering the marks of the test in which he remains absent as zero.
- In case a candidate remains absent for both the tests, zero marks shall be communicated to the Board & he shall not be shown absent in the Mark sheet.
- The aggregate of test marks in each subject shall be converted into total marks for the sessional head as per the teaching & examination scheme of the prescribed course.

Note: No request made by any candidate for holding any retest for reasons of his being absent due to any reason shall be entertained.

7. Standard of Passing

To pass an examination a candidate must obtain minimum of passing marks separately in each theory paper, practical, oral and term work and any other head of passing as mentioned in Teaching and Examination Scheme of the course. While deciding minimum marks required for passing, fraction of a mark shall be omitted. The theory, practical, oral and term work shall be separate heads of passing.

8. Rules of ATKT for Admission to Next Higher Semester/ Year

A candidate-passing minimum 2/3 rd of total number of subjects prescribed for an examination shall be allowed to keep term for next higher semester/ year. A candidate with ATKT shall be eligible for admission to the next higher semester/year as shown in table given below

Total number of Subject	Minimum number of subjects required to pass	Maximum number of failure subjects allowed for availing benefit of ATKT
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1	1	0
2	2	0
3	2	1
4	3	1
5	4	1
6	4	2
7	5	2
8	6	2
9	6	3
10	7	3
11	8	3
12	8	4
13	9	4
14	10	4
15	10	5

Subject head without passing requirement shall not be considered as a subject for this purpose.

9. Award of Class

- a. There shall be three grades for award of class at an examination.

First Class with Distinction (I DST)

A candidate shall be declared to have passed the examination in First class with Distinction, if he obtains 75% or more of the total marks.

First Class (I)

A candidate shall be declared to have passed the examination in First class, if he obtains 60% or more but less than 75% of the total marks.

Second Class (II)

A candidate shall be declared to have passed the examination in Second class, if he obtains 45% or more but less than 60% of the total marks. The above grades shall be awarded subject to the condition that the candidate should not have availed exemptions in any subject of the examination as per below (i) and (ii)

- i. Award of class vis-a-vis claiming exemptions: A candidate claiming exemption/s in the subject/s on the basis of passing fully the prescribed or its equivalent examination/s of any recognized Board/University will not be entitled for award of class and will be declared "Pass".

However, a candidate declared to have failed in an examination of the Board, and granted exemption/s in certain subject/s on the basis of having passed them at previous examination and the marks secured therein, having been carried forward and shown with (#) in the certificate of marks, will be entitled for award of class at par with other successful candidates. However this is not applicable to the candidates undergoing pharmacy course and Architecture course.

- ii. Exemptions for subjects passed in examinations of other Board/University: A candidate who has passed fully the prescribed or its equivalent examination of a recognized Board / University in the subject/s recommended by the Equivalence Committee from time to time, shall, at his option, be entitled to claim exemption in such subject/s, provided always that the percentage of marks obtained by the candidate at the original examination is not lower than that of minimum percentage for passing prescribed by the board in the relevant subjects of the course. Candidates shall not be eligible for claiming Exemptions later on the strength of having passed the subjects after the date of his admission. The Candidate so exempted shall not be entitled to award of class. Exemptions so admissible will lapse if not claimed at the first attempt at the examination of the board.

For claiming the candidate shall apply to the board or its regional office in the prescribed form s. Such application shall be submitted through the Principal or head of institution before last date prescribed by the board along with supporting documents and necessary fees, if applicable. Forms received after due date shall not be considered. The board / Regional office will inform the name of candidate granted Exemptions and the subjects in which Exemptions are granted to the institution (however this is not applicable to the candidate under going pharmacy course and Architecture course)

10. Gracing

- i. **Grace Marks for Subject Passing:**

A candidate shall be given maximum 2 or 3 as grace marks as the case may be for maximum marks below 75 or maximum 1, 2 or 3 grace marks as the case may be for maximum marks 75 or above, to remove the deficiency in securing the minimum passing marks in case the subject

consist of theory or theory + test examination. Benefit of the gracing shall be given on aggregate marks of theory subject required for passing. Benefit of gracing shall not be given twice in a subject.

A candidate who fails to pass an examination by not more than 10 marks in aggregate in not more than two heads, theory and /or practical including oral covering not more than two subjects, such deficiency in marks, would be condoned provided the candidate has secured at least 45% marks.

A candidate whose failure is thus condoned would be eligible for award of class on par with other successful candidates. The total number of marks secured by such candidate would however remain unaltered and "CON" (meaning Condo-nation) would be shown against his result in the certificate of marks.

However, if any candidate does not wish to avail the benefit of Condonation, he shall have to obtain written permission from concerned regional office of the board applying, prior to examination only. Any such request after the commencement of examination shall not be considered.

ii. Grace Marks for Awarding Class

If a candidate falls short of maximum 1/2 % of the aggregate marks assigned to examination to obtain 75% marks (i.e. First Class with Honors) or 60% marks (i.e. First Class) or 45% marks (i.e. Second Class), such deficiency shall be made up by adding maximum 1/2 % of the aggregate marks assigned to the examinations to the total marks obtained by the candidate in an examinations. While adding maximum 1/2 % of the aggregate marks fraction of a mark shall be rounded to the next full number and added in the total.

11. Carrying Forward Marks of Ex-Candidates for Exemptions:

In case of ex-candidates the marks obtained in different heads of passing in the previous examination of the same course in which he has claimed exemption, shall be carried forward for deciding his total marks. Such candidates shall be eligible for award of class on par with other successful candidates. Marks obtained in class tests will also be similarly carried over to the subsequent examination.

12. Result of a Candidate Appearing Simultaneously For Two Examinations

The result of final examinations of a candidate who is required to appear for both the final and lower year examinations and fails or fails to appear

for the lower year examinations but passes the final year examination shall be declared only after he passes the last but lower year examination. The marks secured by the candidate shall be declared on Institute copy of result sheet with WFLY result in result column. The Principal should inform the marks of final year to the candidate who is eligible to apply for verification and/or to fill up examination form for improvement of marks wherever applicable. However, if such a candidate has failed in the final year examination he shall be so informed.

The A.T.K.T. / supplementary examination shall be as decided by Board of Management of the University.

13. Improvement of Performance:

A candidate who has passed the final year examination leading to award of Degree, at his option, shall be permitted to reappear at the same examination to enable him to improve his performance within a period of one year. For this purpose, candidate will have to obtain permission from the Board prior to submission of examination form, which shall be accepted as per schedule declared by the Board. However, this facility shall not be available in case the Board has discontinued the question papers of the related scheme.

The Candidate so permitted shall:

- i. Forfeit the Degree awarded earlier, certificate of marks, original latest leaving certificate and other documents he is entitled to for having passed the final year examination for which he opts to reappear and improve his performance.
- ii. Be entitled to reappear as an ex-candidate of same Institute where he was previously studying and his previous marks other than the theory / Practical subjects shall be carried forward.
- iii. Be required to reappear in all the theory / Practical subjects of any year examination, at any one of next two consecutive examinations. Such a candidate shall be permitted to avail only one chance to improve his class performance in either of two immediate consecutive examinations.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

Ordinance No. 06**Award of Fellowships, Scholarships, Stipends, Medals And Prizes**

The University shall give awards with a view to augmenting academic interest and activities among the students. The fellowship, scholarship, medals and stipends will be awarded every year on the basis of results of annual examinations, subjects to the provisions here in.

1. The University shall invite the applications through an advertisement in the news papers for the awards to be made, in the month and time to be fixed by the Board of Management.
2. All award of Research, Scholarships, Fellowship and other scholarships shall be made on the recommendation of the Academic Council by the Board of Management.
3. The duration and value of the Scholarships instituted by the University will have the following conditions:-
 - a. The fellow/ scholar will do whole time research work under an approved guide on a subjects approved by the University.
 - b. The fellow/ scholar shall not accept or hold any appointment paid or otherwise or receive any emoluments, salary etc. from any other source during the tenure of the award nor shall he engage himself in any profession or trade during the period. He may, however, undertake teaching assignments of not more than ten hours a week in the institution, where he is working without accepting any remuneration.
 - c. The leave conditions for the fellow/ scholar will be decided by the Board of Management of the University.
 - d. The scholar shall not join any other course or appear in any examination after commencing work under the scholarships.
 - e. Provided that on the recommendation of the guide the Vice-Chancellor may permit the scholar to join any other course and appear in an examination therefore.
 - f. Provided further that exemption could be provided for those also who wish to appear in an examination or a subject relevant to the problem of research without supplicating for a degree.
 - g. Unless permitted by the guide to work for a specified period at some other place, the scholar shall be required to attend the institution, where he is to work, on all working days.
 - h. If any information submitted by the scholar in his application is found to be incorrect, incomplete or misleading, the award may be terminated by the Board of Management after giving him an opportunity of being heard.

- i. If at any time it should appear to the University that the progress or conduct of the scholar has not been satisfactory, the scholarship/fellowships may be suspended or withdrawn.
 - j. The scholar/ Fellow shall be required to pay the fees prescribed by the University.
4. If two or more candidates are eligible for the award of Scholarship, the scholarship shall be divided equally between the candidates concerned.
5. The scholarship shall be tenable from the 1st of July if the scholarship holder joins the institution within one month of date of opening of the session after the summer vacation and paid the tuition fee from the commencement of the session. In any other case, it shall be tenable from the date on which the candidate joins the institutions.
6. A scholarship holder shall not combine any other course of study with the course for which the award is made.
7. The payment of Scholarship shall be made only on receipt of scholar's receipted bills duly countersigned by the Head of the Institutions where he studies. No scholarship shall be drawn for a month unless the scholarship holder has attended the institution regularly in that month.
8. The withdrawal of scholarship shall be done in accordance with the procedure, that may be laid down by the University.
9. A scholarship shall be cancelled in the Final Year if the Scholarship holder fails to secure at least 60% marks in the previous examination of the concerned Master's Degree of Arts, Science, Life Science and Commerce 65% marks in Management or Engineering.
10. A scholarship shall be cancelled if the candidate does not clear his paper in first attempt in any examination.
11. If scholarship holder is unable to appear at the previous examination on account of sickness or any other reasonable cause, the scholarship for the month of March and April shall be paid only if the Head of the Institution certify that the scholar diligently studied for the examination, but was unable to take the examination for reasons beyond control. Such a scholar shall not receive scholarship during the next session, but shall be entitled to the scholarship during the studies for the final examination, if the scholar passes the previous examination with the requisite marks in the succeeding year in the first attempt.
12. A scholarship holder shall at all times be of good behavior and observe all rules of discipline.
13. A scholarship shall be liable to termination if-
 - a. The scholarship-holder discontinues studies during the middle of a session; or

- b. The scholarship holder, after he has been given a reasonable opportunity to explain his conduct, is in the option of the Board of Management guilty of a breach of this ordinance; and if the Board of Management so directs, the scholarship- holder shall also be liable to refund the amount of scholarship drawn by him.
 - c. The order of termination by the Board of Management shall be final.
14. University Gold & Silver medals shall be awarded only on the basis of the results at annual examinations or extra curricular activity participant for representing University.
15. University shall institute medals and prizes through endowment and donations received from individuals and trusts as may be approved by the Board of Management from time to time.
16. Any dispute arising out of the provisions of this Ordinance or any of the matters requiring an interpretation on decision shall be referred to the following committee. The Committee will send its recommendation to Chancellor for approval. Chancellor has power to approve or reject the recommendation of Committee.
- (i) The Vice Chancellor (Chairman)
 - (ii) One Nominated Member of Board of Management
 - (iii) One Nominated Member of Chancellor.
17. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

Ordinance No.07**Disciplinary Action Against The Students**

1. Every student in the University shall at all times be of good behavior, show diligence in studies, maintain decorum and dignity, take proper interest in co-curricular activities and observe all rules of discipline of the institutions of which he/she is a student and of the University.
2.
 - i. When a student has been guilty of breach of discipline within or out side the premises of University or an Institution, or persistent idleness or has been guilty of misconduct, the Head of the Institution at which such student is studying should inform the Vice-Chancellor/ Registrar depending upon the nature gravity of the student's offence -
 - a. Suspend such a student from attending classes for not more than a week at a time or
 - b. Expel such a student from his institution;
 - c. Disqualify such a student from appearing at the next ensure examination: or
 - d. Rusticate such a student.Before inflicting any punishment as aforesaid, the Head of the Institution shall give the student concerned an opportunity of personal hearing and record the reasons of inflicting the punishment in writing.
 - ii. The Head of the institution concerned shall have power to suspend for such time as may be necessary a student temporarily from the institution pending inquiry into his conduct in connection with an alleged offence.
 - iii. The period during which a student remains suspended for completion of an enquiry shall be reckoned in the calculation of his attendance for appearing at an examination provided he is found innocent.
 - iv. The rustication of a student from an Institution shall entail the removed of his name from the register of enrolled student.
3. All students prosecuting a course of studies at the University Teaching Departments shall observe a code of conduct as may be laid down by the Board of Management and also abide by all rule and regulations of the University framed and notified from time to time.
4. Any violation of the code of conduct or breach of any rule or regulation of the university by any student shall constitute an act of indiscipline and shall make him liable for disciplinary action against him.

5. The following acts, in particular, shall constitutes acts of gross indiscipline and any student indulging in any of them shall render himself liable for disciplinary action against him:-
- (i) Disobeying the teacher or misbehaving in the class;
 - (ii) Quarrelling or fighting in any University building or in the campus among them;
 - (iii) Quarrelling or fighting with a University employee or any employee of the University canteen, mess or any other public utility functioning in the campus;
 - (iv) Satirizing or writing or slogans or any material, making of skeletons or figures on any wall or portions of any building within the campus which is not authorized by the university administration.
 - (v) Behaving in the University campus or outside in a manner which is indecent or which is meant to annoy or hurts the teachers, officers or employees of the University.
 - (vi) Political Activities with bad intentions causing indiscipline within the campus, making groups and misguiding students against the Students or University.
 - (vii) Exploitation / Ragging of students will be an act of indiscipline punishable as per the orders of Honorable Supreme Court of India.
 - (viii) Any other act which the discipline committee may determine and Vice-Chancellor may accept as an act of gross indiscipline,
 - (ix) However, all cases of indiscipline within hostel premises shall be dealt by the warden concerned. To deal with such incidents the warden shall have all the powers prescribed for the proctor in this ordinance.
6. There shall be a Proctorial Board consisting of a Proctor and such number of joint proctor as the Board of Management may decide from time to time.
7. The Proctor and Joint Proctor shall be appointed by Vice-Chancellor from amongst the teachers of the University ordinarily for a period not exceeding two years at a time.
8. Power and Duties of Proctor;- The Proctor shall take action in all matters which are referred to him for disciplinary action by any responsible person or constituted authority of the University, he may also take action in matters which come of his knowledge and which in his opinion call for disciplinary action.
9. The Proctor may delegate any of his powers to Joint Proctor. In the absence of Proctor the senior most Joint Proctor shall act as Proctor and shall have all such Powers to Proctor.
10. In the opinion of Proctor, the act of indiscipline requiring action if it is not of a serious nature, he may hold a summary inquiry and shall have powers to impose the penalties.

11. If in the opinion of Proctor, the breach of discipline if it of a serious nature he may refer the case for investigation by the Proctorial Board, Proctor and Joint proctor or any two Joint Proctor shall constitute the quorum for sittings of such investigation.
12. There shall be a Discipline Committee consisting of the following :-
 - i. Proctor Convener
 - ii. Dean, Student Welfare
 - iii. Professor in charge of Student Union
 - iv. Joint Proctors
 - v. Warden of the Hostels & Joint Wardens
 - vi. President of Student Society (if any)
 - vii. Two other students nominated by Vice-Chancellor.
 - viii. One of the Joint Proctor will be nominated by the Proctors as Secretary of the Discipline Committee.
13. The Discipline Committee shall ordinarily convene meeting once in each academic year and it shall review general situation regarding discipline in the university and make suggestions in this regard. Any specific cases of indiscipline may also be referred to the Discipline committee for giving its opinion regarding the action to be taken.
14. All punishment awarded to the students shall be recorded in a register to be maintained by the Proctor. The Register shall be permanent record of the university and shall contain such details as may be prescribed and approved by Board of Management.
15. Certificate regarding Character and Conduct of student of the University Teaching Departments may be issued to him by the Proctor. However, in the case of a student who has been awarded punishment three or more times by the Proctor himself or on the recommendation of the Proctor, the fact that he was so penalized shall be mentioned in the certificates of character and conduct to be issued by the Proctor. The Certificates of Character and Conduct issued by the Proctor shall be the only valid Certificates of the University in that regard.
16. If the Proctor finds that in any incident of disturbance or breach of peace, certain persons who are not in the rolls of the University are involved or are likely to be involved he may send recommendation to the Vice-Chancellor that the University campus be declared out of bounds for such persons. If the recommendation is accepted by the Vice-Chancellor.

Ordinance No.08**Payments/Remuneration For Examination Work**

- (1) The rates of remuneration for all purposes for paper-setters/examiners/ staff shall be as per decision of Board of Management of University.
- (2) The actual freight/postal/courier/other expenses incurred by the examiner will be paid by the University.
- (3) In case of a work for which no remuneration has been prescribed in University Rules, the rate then shall be determined by the Vice-Chancellor from time to time.
- (4) Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Dean / Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.09**CO-OPERATION AND COLLABORATION WITH OTHER UNIVERSITIES AND INSTITUTIONS & UNIVERSITY TEACHING****DEPARTMENT AND COLLEGES UNDER UNIVERSITY**

With reference to the decision of the sponsoring body of SVN University Sagar takes over the management of following institute as constituent University Institutes of the SVN University Sagar.

The following shall be the University Institutes under SVN University as they are already within the campus

1. Swami Vivekanand College of Education, Sirnoja Sagar.
2. Swami Vivekanand College of Physical Education, Sagar.
3. Swami Vivekanand College of Pharmacy (D. Pahrma), Sagar.
4. Swami Vivekanand Mahavidhyalaya, Sagar.
5. Swami Vivekanand Law College , Sagar.
6. Swami Vivekanand College of Physical Education, Sironja Sagar.
- 7 Swami Vivekanand Institute , Sagar

The University Teaching Department will be as mentioned in ordinance 1.

The above mentioned departments/Institutes will be governed by the SVN University and their decision shall be binding upon it. All administrative, Academic and financial powers would be vested with constituent Bodies, Boards and Authorities of the University. The College would work as a Teaching Department of the University.

As soon as the above mentioned institutes admitted to the privileges of the University as its Constituent institutes all its assets and liabilities, the movable/immovable property with entire land, roads and buildings etc. will stand as transferred to the University and will be treated as University property in all the records maintained by sponsoring body of SVN University and concerning corporate account. The University will not be bound to pay any cost towards this property. The decision regarding sale, mortgage or major alteration of the existing movable and immovable property these institutes would be taken after the approval of the Sponsoring body.

All provision of this Para subject to the provision of relevant Act / Laws of the country/State. The departments of the above mentioned institutes would henceforth be called the University Teaching Department of the SVN University, Sagar. The Principal of the Institute will be the Director/ Principal of the Institute.

Objects of declaring as Constituent University department/University Institute:-

The following shall be object of declaring as constituent Institutions /colleges/
Polytechnics

- (i.) To provide the desired quality Academic and Administrative Leadership for the further expansion of the institution.
- (ii.) To create a desired environment and develop a framework to pursue a path of Excellence in Higher Education.
- (iii.) To lay a firm and everlasting foundation for growth of Quality Technical Education in the Institution.
- (iv.) To develop the institution as a model for Curriculum Innovation and Examination Reforms., development of professional and moral values in the faculty, students and the staff.
- (v.) To foster the growth of well informed knowledgeable and talented manpower to work in knowledge technology driven systems and enterprises.
- (vi.) To facilitate synergic partnership with the Industries of the state and the country for further qualitative growth.
- (vii.) For transforming technical education into a vibrant and dynamic system.
- (viii.) To foster Research Culture and promote industrial consultancy.
- (ix.) To foster international and national collaboration for academic programmes for research and development

MANAGEMENT OF THE CONSTITUENT INSTITUTION

For all purposes, the sustenance and development of the constituent institution shall be a responsibility of the university. In fulfilling its responsibility, the SVN University shall:-

- (i.) Recruit and develop faculty of the constituent institution.
- (ii.) Facilitate Admission in constituent institution.
- (iii.) Investment in the development of the institution.
- (iv.) Encourage revenue generation in the institution through various means.
- (v.) Formulate the institution budget and manage its finance.
- (vi.) Provide Good governance to the institution.

STATUS OF THE STUDENT'S COURSES

All the students admitted after proper functioning of the University as per the Act 2007 shall be treated as the students of the University, Constituent University department/University Institute.

All the courses of the concerned institution admitted to the privileges of the university, shall be continued and treated as the courses of the University department/University Institute.

Co-operation & Collaboration with other Universities & Institutes of Higher Education

The SVN University shall be signing MOU with National and International level Institute and Universities for Co-operation & Collaboration for higher Education.

The Co-operation/ Collaboration Shall be for

- (16) Skill up gradation of Faculty members.
- (17) Running for Twin Courses programme at Graduate & Postgraduate Level.
- (18) Exchange/partnership of different Degree Programmes.
- (19) Running for Industry Integrated programme at Graduate & Postgraduate Level.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

Ordinance No. 10
Residence of Student

The University Premises has Hostel facility for students. The Condition for providing residence facility are as under: -

GENERAL

1. These rules may be called the rules for Hostels of the SVN University, Sagar (M.P.).
2. These rules shall be applicable to all the Hostels of the University

ADMISSION

3. Application for admission to hostel shall be made on the prescribed form to be obtained from hostel office/office of the DSW on payment of fees as prescribed. The application form filled should reach hostel/DSW office before the prescribed date.
4. Incomplete or wrongly filled application forms shall not be considered.
5. Each applicant for admission shall furnish a character certificate from the Head of the institution last attended, along with application.
6. After an applicant has been admitted or readmitted he/she may be allotted a bed in a room by the warden.
7. Old hostellers seeking readmission must also apply for admission ensuring clearance of Dues of previous year (if any), then deposit their readmission dues.
8. No student, who has failed or dropped out in the examination or warned for any disciplinary action shall be readmitted to the hostel.
9. The parents of the students shall submit a pass-port size coloured photograph of the local guardian, duly signed by both (parent and guardian), to the hostel warden at the beginning of the semester/admission to the hostel to enable the hostel warden to identify the person when he/she comes to meet the ward in the hostel, or makes a request for taking the ward home.
10. No student shall be allowed to reside in any hostel after completion of his/her degree for which he/she was admitted. In the event of taking admission in other course in the university his/her admission in the hostel shall be considered a fresh.
11. Initially a bonafide student may be considered for admission for one session only and incase of unsatisfactory conduct, not be considered.
12. Hostel rooms shall have to be vacated during vacation for maintenance. In exceptional cases student may be permitted to stay on payment of special charges to be decided by the Hostel Management Committee.
13. Students shall not be allowed to keep any furniture other than those provided by the hostel in their rooms without prior permission of the warden.
14. Music systems/radio/T.V./Electric Heater / Other Electric Appliances are not allowed in the rooms.

15. Students shall cooperate in keeping the Hostels and their surroundings clean by not disposing of garbage and waste materials here and there but in dustbins at designated places.
16. Hostellers shall be responsible for the security of their own property. They must not leave their room/box unlocked in their absence. Luxury items are strongly discouraged and the management is not responsible for security/safety problems arising out of this.
17. In case of any emergency during the night, the hostellers shall contact the hostel warden for help. Girls may contact the warden through, the Ayah/Chowkidar of the hostel. Local guardians/parents of girl hostellers may telephone the hostel warden and not the girls directly after 7: 00 pm in case of emergency.

FEES, RENTS & OTHER CHARGES

18. Hostellers shall pay a monthly rent as prescribed by the University for the term for which they have been admitted or readmitted. In addition to the above every student readmitted shall pay admission fee. Late fees shall be charged after the date fixed to deposit the fees notified by the University. A student, if admitted after beginning of the session, shall pay the admission fee and university dues and room rent from the commencement of academic year up to and including the fee for the month in which he has been admitted (not less than six month).
19. Every students admitted or readmitted to the hostel shall pay caution money refundable at the time of leaving the hostel on completion of the course/degree.
20. In case, the study course is not completed within the stipulated period and the hosteller is required to extend his/her stay in the hostel for completing the course he/she may be allowed to continue his/her stay in the hostel on the recommendation of the course coordinator and concerned warden with payment of hostel in multiples of a semester. This facility however shall not be provided to the students who are required to prolong their stay on account of repeat examination.

CANTEEN

21. The facility of mess /canteen shall be provided by the University on payment basis: Cooking is strictly prohibited in the hostel.
22. Every hosteller shall be required to pay monthly mess charges in advance as notified by the Hostel Committee.

HOSTEL ROOM AND ALLOTMENT

23. The following priority is fixed for providing accommodation in the University Hostel.
 - a. Undergraduate boys/girls and whose parents are residing in rural areas and students belonging to economically weaker sections of the society shall be given preference over other boys/girls.

- b. Undergraduate first year students will be given priority.
- c. Physically Handicapped Students.
- d. SCs / STs / OBCs Students.
- e. Students pursuing professional courses that require longer hour practical or fieldwork shall have priority over others.
- f. Local students (staying within 15 kilometers from the campus), research scholars and married students shall not be allowed due to space limitation in the hostel.
- g. All Hostel students residing in the hostel shall be required to submit an undertaking as per Proforma approved by Dean Student welfare.

ATTENDANCE

- 24. Attendance shall be taken in hostel every evening at an appointed time. Absence without prior information to warden, at the time of attendance is an offense. The warden shall adversely deal with any attempt of proxy or wrong entry in the attendance register. The roll call hours will be as follows-
- 25. Attendance time for girls during summer -19: 00 h and for winter 18:00 h.
- 26. Attendance time for boys - 21: 00 h.

HOSTEL MANAGEMENT COMMITTEES

- 27. There shall be Hostel Management Committee, Standing committee for Hostellers Discipline and a Hostel Committee appointed by the Vice-Chancellor for the help of the warden for smooth running of the hostel. The term of the committee shall be one year, which may be extended by the Vice- Chancellor for another year.

- a. Hostel Management Committee

The committee shall comprise:

- i. Dean Student Welfare- -Chairman
- ii. Chief Wardens and all Wardens - Member
- iii. One Student's representative from each Hostel- Member
- iv. One Dean nominated by the Vice-Chancellor - Member

- b. Hostel Disciplinary Committee

There shall be a Hostellers Disciplinary Committee to deal with student's indiscipline and misconduct defined in the Hostel ordinance:

- i. Dean Student Welfare- - Chairman
- ii. One Dean nominated by the Vice-Chancellor - Member
- iii. Warden of concerned hostel - Member
- iv. Chief Proctor - Member

- c. Hostel Committees

There shall be a Hostel Committee in every hostel nominated / elected by the warden with the consent of hostellers for smooth running of day-to-day affairs of the hostel. The Committee shall consist of the following-

- i. Hostel Warden - Chairman
- ii. One hostel student representative approx, for 20-25 members. - Member
- iii. One hostel Prefect and one-Associate Prefect for various - Member
functions like food, health and extracurricular activities.

MISCONDUCT & INDISCIPLINE

- 28. Gambling of any kind and use of liquor/drugs eating non-veg. and smoking etc. is strictly prohibited in the hostel and campus.
- 29. Guests of the opposite sex shall not be entertained in the hostel. The Hostellers however may be permitted to meet their relatives at pre-permitted place during designated time.
- 30. Pornographic literature and exotic posters/displays etc. are not permitted in the hostels.
- 31. No hosteller shall be allowed to change the room allotted in the hostel without prior permission of the warden. The warden may order at any time change of rooms or mutual exchange of rooms without assigning any reasons.
- 32. Use of electric heater & iron etc. are not allowed in the hostel. Heavy fine may be imposed for violation of this rule.
- 33. Hostellers are strictly prohibited to keep firearms with them. No pets such as dog etc. are permitted to be kept in the hostel by the hostellers.
- 34. In exigencies all hostellers shall vacate their room at given order/time by the Vice-Chancellor/Registrar for any reason whatsoever and hand over the charges of their rooms to the warden failing which warden shall be authorized to break open the locked room. The University shall accept no responsibility for the private property of the concerned students found in the rooms.
- 35. Hostellers shall not give shelter to any outsider; anyone found guilty on this account shall be severely punished including removal from the hostel of accommodation the University.
- 36. No meeting shall be held in the hostel premises without the prior permission of the warden.
- 37. No notice is allowed to be exhibited on a Notice Board or circulated to the hostellers unless it has been signed or countersigned by the warden /D.S.W/Registrar/V.C.
- 38. Hostellers shall not cause damage or interfere in any manner with the Notice Board of the hostel. A breach of this rule shall be severely dealt with.

Note: For notification or communication to the hostellers a notice by the warden on the hostel Notice Board shall be considered adequate. Hostellers should watch the Notice Board regularly and follow general or specific instructions given from time to time. For matters common to all, the hostellers or students, the display shall be on the Notice Board of the Dean of Students Welfare Hostel Office. No separate notice would be sent to them.

DISCIPLINARY ACTION

39. Every hostellers shall maintain a high standard of discipline, have respect for the tradition of the university and conduct in a dignified manner within and outside the hostel. They should do nothing, which may cause noise, disturbance or distraction in studies or may be deemed irregular in any way.
40. The warden shall keep a conduct register exclusively for recording the misconduct of the students along with details of punishment, warnings etc. While the register will have one page for one student for noting misconduct, it should have another page to note down good conducts/acts in the nature of Good Samaritan.
41. Resort to any form of strike by the hostellers without following the legally provided remedial channels/procedures shall be deemed as a serious breach of discipline and the student shall ipso facto stand expelled from the hostel/university.
42. Any indiscipline or misconduct committed by the hosteller or group of hostellers shall be brought to the notice of Hostel Disciplinary Committee for taking appropriate action.
43. Depending upon the gravity of the misconduct committed by the hosteller matter can be brought to the notice of the Chief Proctor or Registrar or Vice-Chancellor who may pass order in writing for taking appropriate action.
44. In case the situation in the hostel deteriorates to a level that requires protection, the Chief Proctor in consultation with DSW/Warden may call the security to get the Hostel vacated by the Hostellers. Such action taken however shall be brought to the notice of the Registrar/Vice-Chancellor in writing.
45. Any hosteller found guilty of indiscipline, defiance of orders, rowdy behavior or any other misconduct is liable to be fined up to Rs, 1000/- and/or instant removal or expulsion or rustication from the hostel/university.
46. No student shall be permitted to appeal against the decision of the warden to any authority other than Hostel Management Committee. If the appeal is against the decision of the Hostel Management committee, it should be made to the Vice-Chancellor.
47. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Dean/Directors of the Schools. The decision of the Vice- chancellor shall be final.

ORDINANCE NO. 11**DOCTOR OF PHILOSOPHY (PH.D.)****(ORDINANCE AS PER UGC REGULATION 2009)**

- 1.0** Candidate for the degree of Doctor of Philosophy must, at the time of application, hold Master's degree with at least stipulated percentages as below or an equivalent grade of the University, a deemed University or any other University incorporated by any law for the time being in force and recognized by the University:

Engineering	-	First Class at UG and/or PG level
Science	-	55 % at PG level
Management	-	60 % at PG level
Computer Applications	-	60 % at PG level
Humanities	-	55 % at PG level

- 2.0** A Candidate must apply for registration for Ph.D degree of his subject on a prescribed form obtainable on payment of prescribed fee, stating.

- (i) His/her qualification and experience:
- (ii) Proposed subject/discipline along with the relevant faculty in which he/she proposes to work;
- (iii) Proposed title of the Ph.D, thesis.
- (iv) Name of the supervisor (along with the name of Co-Supervisors, if any) (Strictly from the University list of approved Supervisors & Co-supervisors) under whom he/she wishes to work and the place/places at which he/she wishes to carry on investigations together with the consent of the Supervisor and Co-supervisors.
- (v) Certificate of qualifying the UGC/CSIR/DST/National or State Level Fellowship/NET / GATE / GPAT/SLET, if any
- (vi) Letter granting teacher fellowship, if any.
- (vii) Address, Contact number, mobile number, email id and other contact details.

3.0 Eligibility

A candidate shall ordinarily be permitted to work for Ph.D. Degree in the subject in which he/she has obtained his Master's or Bachelor degree in Engineering / Technology / Applied Sciences. Provided that research work leading to Ph.D. degree may be

allowed in allied subjects of interdisciplinary nature of the same faculty or of allied faculties. Provided further that whether a subject is allied or not to the subject in which the candidate has done Master's or Bachelor degree in Engineering / Technology / Applied Sciences, shall be decided by the Academic Council.

4.0 Duration restrictions

The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months and not later than four calendar years from the date of registration. In case a candidate does not submit his/her thesis within four calendar years, from the date of registration and does not apply for extension in time his/her registration shall stand automatically cancelled.

Provided that the period for submission of the thesis can be extended by one year by the Kulpati, if he/she applies for extension at least one month before the expiry of registration period together with a fee. In case the candidate does not submit his/her thesis within extended period, his/her registration shall stand automatically cancelled.

5.0 Availability of seats.

The number of seats available for admission to Ph.D. programme shall be decided and notified by the University on its website and/or by advertisement, which shall be decided on the following basis:

- (i) A supervisor shall not have at any point of time, more than 08 Ph.D. Scholars as supervisor and 06 Ph.D. Scholars as co-supervisor in case of a Professor and 06 Ph.D. Scholars as supervisor and 05 Ph.D. Scholars as co supervisor in case of others, in any universities in India and abroad. For that supervisor have to submit undertaking regarding total number of candidates he is supervising.
- (ii) The seats available with the supervisor should be manageable for him/her.

6.0 Admission Procedure

- 1 The admissions shall be made by the University, through an entrance test by the Admission Board following the norms prescribed by the UGC New Delhi. The functions of the Admission Board shall be as follows:

- i. To prepare panel of names of paper setters in various subjects and submit them to the University.
 - ii. To arrange for entrance test.
 - iii. To arrange for interview.
 - iv. To announce the names of candidates admitted along with the subject, place of research work, name of supervisor and title of the thesis.
 - v. To resolve problems, if any.
2. (A) Candidates, who have qualified the **UGC/CSIR/DST /National/ State level Fellowship/GATE/GPAT/SLET/NET/M.Phil**, shall be admitted directly without the entrance test.
- (B) Candidates who have been awarded teachers fellowship by statutory bodies for doing Ph.D degree shall also be admitted directly without the entrance test.
- (C) All other candidates will be selected through entrance test.

Procedure for conduct of Entrance Test

Structure of the Test

All those who are not exempted from the entrance test will be required to take the entrance test. The format of the entrance test will be similar to that of National Eligibility Test of UGC. The entrance test for enrolling into Ph.D programme shall be conducted by the University. The date and place of which shall be announced through a notification.

The contents of the test will be as follows:

- i. General analytical skill/mental ability, including reasoning.
- ii. Wherever applicable, English communication skill (up to 12th standard level).
- iii. Foundation of the relevant subjects in multiple choice questions (MCQ) and descriptive type questions on the relevant subject up to PG level.

The first part of the test will consist of objective type of questions covering:

- i. General analytical skill/mental ability, including reasoning.
- ii. English communication skill (up to 12th standard level) (if applicable)

This part will have 60 questions and will be for duration of 45 minutes. The second part of the test will consist of objective type of questions in the relevant subject for duration of 30 minutes and will have 40 questions. There shall be negative marking of 0.25 marks for each wrong answer. The third part will be descriptive type of questions on the subject, which will be of one hour duration. This part will be evaluated only if the candidate

secures more than 50% marks in the aggregate in the first two parts and individually 40% marks in each part. Those who secured more than these desired level have to obtain more than 50% marks in the third part. If enough number of candidates do not qualify in the entrance test, the University may, if deemed fit, relax these conditions on a year-to-year basis. The Academic Council may modify the scheme of the entrance examination from time to time.

7.0 Interview and Allotment

- (1) Each student shall have to appear in an interview. The interview board shall consist of the following members:
 - (i) Vice Chancellor or his Nominee as Chairman
 - (ii) Dean of School.
 - (iii) One of the Chairman of relevant (BOS) to be nominated by the Kulpati.
 - (iv) Head of University Teaching Departments/ Professor / Associate Professors, nominated by the Kulpati.
 - (v) One of the recognized supervisors in the University Teaching Department in the subject to be nominated by the Kulpati.
 - (vi) One subject expert to be nominated by the Kulpati.

One third of the total members shall complete the quorum. However, presence of the subject expert shall be essential. If the Dean of School is not available, the Kulpati may then appoint a Senior Professor of any University Teaching Department as chairman.

Note: No T.A. and D.A. shall be payable to candidate for attending the interview.

- (2) The interview shall be conducted in the University Teaching Department
- (3) The candidates shall be called for interview in the following order:
 - (i) Candidates who have qualified UGC/CSIR/DST/National or State level fellowship examination/ GATE/GPAT/NET/SLET.
 - (ii) Candidates who have been granted teacher fellowship by a statutory body;
 - (iii) Candidates according to merit list of the entrance examination.
- (4) At the time of interview, the candidates are expected to discuss their research interest/; area, choice of supervisors and co-supervisors (if any), and the proposed title of the thesis.

For the candidates belonging to category as mentioned in para 7 (3) (i & ii), 100% weightage shall be on the interview. For the candidates mentioned in para 7 (3) (iii), the weightage of the interview marks shall be 20 percent whereas 60 percent weightage shall be given to the written entrance exam conducted as per para 6.0 and remaining 20 percent weightage shall be given to aggregate of qualifying PG examination.

- (5) The allotment board then shall finalize the list of the names of the candidates admitted to the Ph.D. in the concerned subject.
 - (a) The candidates in category (i) of sub-para 7 (3) above shall be admitted first, secondly the candidates in category (ii) shall be admitted and subsequently candidate in the category (iii) shall be admitted in that order. In these categories, if there are more than one candidate having equal marks, then merit shall be decided according to the percentage of marks at the qualifying PG examination.
 - (b) As far as possible, the allotment board shall allot the preferred place of research work and the preferred supervisor and co-supervisor, if any, and shall also approve the proposed title of the thesis (however, the candidate may change title of his/her thesis, after prior approval by Research Degree Committee (RDC)). The candidate may, however, be allowed to take another chance for allotment in next admission process if he does not want to change the preferences in the first instant.
- (6) The admission process must be completed by the last date for admission decided by the University for the Doctoral Courses.
- (7) A merit list shall be prepared on the basis of entrance test and interviews as mentioned in para 7 (4) and shall be declared as the result of the entrance examination by the Registrar.

8.0 Fees

- (a) Registration fee for Ph.D. programme is to be paid to the University at the prevalent rates as announced by the University from time to time.
The total programme fee must be paid before submission of Ph.D. thesis.

9.0 Course work

- A. (i) After having been admitted, each Ph.D. student shall be required to undertake course work. The duration of the course shall be one semester for all Candidates. The course work shall be treated as pre Ph.D. preparation. Ph.D. programme will operate on semester basis. During the first semester, a candidate will have to clear course work which will

compose of three papers viz., Research Methodology, Quantitative Techniques and a paper from Relevant Research Area.

- (ii) In second semester, the candidate has to do subject specific course work with the consent of his/her allotted supervisor/co-supervisor. A review or survey of the published research in the relevant field shall be submitted to the supervisor/co-supervisor for which supervisor/co-supervisor shall evaluate the review report. A Research Degree Committee meeting will be organized during the second semester where a candidate will be required to defend his/her synopsis. During subsequent period the candidate will be expected to work on his/her approved synopsis.

Students shall attend their respective departments and/or laboratories according to the prearranged time-table and the records of their attendance shall be maintained by the concerned Guide/s.

After the successful completion of the course, a certificate regarding course completion shall be given to the student.

B Evaluation

- (i). The course work shall carry 10 credits (one credit equal to 15 hours). The concerned department/school/institution shall decide the details of the course work, teaching schedule and evaluation.
- (ii) The details of the specific subject shall be decided by the department/school.
- (iii) The procedure for admission shall be laid down from time to time by the Academic Council.
- (iv) University examination shall be held at the end of the semester. The scheme of examination shall be notified by the University.
- (v) The review or survey presented by the candidate in typed form shall be examined by the supervisor. He shall declare whether it is satisfactory or not.
- (vi) A candidate shall be declared to have successfully completed the course, if he/she has successfully passed semester examinations with minimum 65% or in equivalent grade as mentioned above. Minimum 6 credits to be earned during the course work for successful completion.

Research Centre

A candidate may pursue his research work for Ph.D. degree in the University Teaching Departments in the subject concerned, within an organization of National or international

repute (NIIT/IIT/Other academic institutions of national importance/Research Organizations of Government/reputed corporate establishment with established R&D Laboratories etc.), Provided that a M.O.U. shall have to signed between the university & Institute/ Organization.

- (a) After the M.O.U., the Candidates may also be allowed by RDC to pursue research work at a Industry of international repute, actively involved in research and development activities in the subject and having sufficient R&D infrastructure for conducting research, which must be Government of India / State Government approved R&D centre and shall be recognized for this purpose by the BOM of the University.
- (b) A candidate permitted to work in such Industry stated in pre para, recognized by the University, shall be required to take at least one supervisor or co-supervisor from that industry, such supervisor or co-supervisor should be Scientist/Director of the R&D center not below the rank of the Associate Professor of the University.
- (c) Candidate may also be permitted to work by RDC in research establishment of repute like CSIR Labs / DRDO Labs or Labs of repute established by Central Government and after the M.O.U. signed by the university and such establishment.
- (d) A candidate permitted to work in such Research Establishment, stated in pre para, recognized by the University; he/she shall also be required to take at least one supervisor or co-supervisor from that Establishment. Such Supervisor or Co-supervisor should be scientist/ Director the R&D centre not below the rank of Associate Professor of the University.

11.0 Supervisor/Co-supervisor

- (a) The person recommended as supervisor/co-supervisor to guide the research scholar must be:
 - (i) A Professor in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.
 - OR
 - (ii) An Associate Professor or Reader in a University Teaching Department of the University who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute.

OR

- (iii) An Assistant Professor or lecturer of a University Teaching Department who has obtained a doctorate degree in the subject and has published at least five research papers on the concerned subject in peer reviewed standard journals of repute and has at least five years teaching experience after Ph.D.

OR

A Director/scientist/professor/or an equivalent cadre in an organization of State/National/International repute not below the rank of an Associate professor of the University, working as regular employee and who has published at least five papers in peer reviewed standard journals of repute.

- (b) A recognized supervisor who fails to publish at least two research papers on the concerned subject in peer reviewed standard journals of repute over duration of last two years shall not be eligible to enroll any new candidate under his supervision.
- (i) Provided that the persons who have been recognized as supervisor/co-supervisor shall be eligible to supervise and register under him/her even after their superannuation.
- (ii) Provided also that the teacher in any college, which is now a constituent unit of this University and who has been recognized as supervisor/co-supervisor earlier by the concerned University, shall continue to be recognized as supervisor/co-supervisor if they comply the requirement laid down for recognition as supervisor/co-supervisor.
- (iii) Provided further that a person who is himself registered for Ph.D. degree of the University shall not be eligible to act as supervisor/co-supervisor or member of any committee mentioned in this Ordinance.
- (iv) A person, who wants to get himself/herself recognized as a supervisor/co-supervisor, shall apply in the prescribed Performa, duly forwarded by Head/Principal/Director of his institution. The case will be put up before the RDC which will decide about the recognition.

12.0 RDC

- (1) After successful completion of Pre PhD. course work mentioned above, the candidate shall be eligible to submit a synopsis (as per Appendix 1.) of his proposed research work along with the title of thesis (finally decided by the

candidate) duly forwarded by the supervisor and Head of the institution where the candidate is pursuing his/her research. The synopsis has to be submitted in ten copies, with signatures of candidate, supervisor, co supervisor and Head of the institution on each of the copy on each of the page.

- (2) The candidate shall be required to make an oral presentation of the proposed work before the Research Degree Committee (RDC) consisting of the following members:

- (i) Kulpati or his nominee - Chairman.
- (ii) Dean of the School concerned.
- (iii) Chairman BoS of the subject in the School.
- (iv) Head or One Professor of University Teaching Department or in the case of non-availability of Professor, one Associate Professor of the University Teaching Department of the subject.
- (v) One external subject expert of the rank of University Professor to be appointed by the Kulpati, ordinarily out of a panel of 5 experts given by the Dean of the School concerned. External expert and two other members shall form the quorum.

Note: (a) On the request of the supervisor, Kulpati may permit him to be present as an observer during the oral presentation of his candidate.

- (b) No. T.A. and D.A. shall be payable to candidate and supervisor for attending the Research Degree Committee meeting.

- (3) The meeting of Research Degree Committee (RDC) shall be held in the University office twice a year. The committee shall consider the application of the persons, who want to get recognized as supervisor/co-supervisor, submitted under section 11 of this Ordinance, and recommend the eligibility of the person for the appointment as supervisor/co-supervisor. The Committee shall also prepare a list of approved supervisors/co-supervisors, along with their specializations as per provisions of this Ordinance. This list shall be available with the Registrar.

- (4) After approval by the RDC of the title of the thesis, synopsis, supervisor, co-supervisor/s (if any), and place of research work, the candidate shall be registered for Ph.D./degree from the date on which the candidate had deposited the registration fee and other fees mentioned in para 8 of this Ordinance, at the time of admission, and this date will be the "date of registration" of the candidate. The letter of registration shall be issued by the Registrar, and sent to all those concerned. The candidate shall be enrolled as a student from the date of

registration and will be required to pay regular tuition, library and laboratory fees (six monthly) where laboratory work is involved during his research tenure in the UTD/college/institute from which the application form was forwarded.

- (5) If the RDC makes any change only in the title of the thesis, the approved changed title shall be communicated to the candidate in the meeting of the RDC itself. The letter of registration shall be issued mentioning the approved title.
- (6) If the RDC suggests any change in the synopsis, then the change required shall be communicated to the candidate by the Registrar. The candidate will be required to resubmit the synopsis (in Ten copies) as revised by him/her, incorporating the changes suggested by the RDC within 3 months time. The Dean of the School shall examine the revised synopsis and if he is satisfied that the changes suggested by the RDC have been incorporated in the revised synopsis, he will approve the same. The letter of registration shall then be issued by the Registrar.
- (7) If the RDC decides that major revision is required in the synopsis and/ or the oral presentation was also found to be unsatisfactory, then the candidate may be asked to revise the synopsis and/ or improve upon the oral presentation and reappear at the next meeting of the RDC
- (8) If the RDC does not recommend a candidate for registration to Ph.D degree, the candidate shall be communicated the same by the Registrar. In such case, only the caution money deposited by the candidate shall be refunded.

13.0 Period for submission of thesis

- (a) The candidate shall pursue his research at the approved place of research under the supervisor/co-supervisor on the approved subject. The candidate shall be permitted to submit his/her thesis not earlier than 24 months after successfully completion of course work at the research centre and not later than five calendar years from the date of registration. In case a candidate does not submit his/her thesis within five calendar years, from the date of registration and does not apply for extension in time, his/her registration shall stand automatically cancelled. Provided that the period for submission of thesis can be extended by one year by the Kulpati, if the candidate applies for extension at least one month before the expiry of registration period together with a fee as prescribed by the University. In case the candidate does not submit his/her thesis within the extended period, his/her registration shall stand automatically cancelled. Provided also that after the expiry of five years from the date of registration, the

Kulpati may permit a candidate to get re-registration on the same topic on payment of a re-registration fee as prescribed by the University. The condition of minimum period of 24 months and attendance shall not apply to such reregistered candidate for submission of the thesis. For re-registration, approval by RDC is not required. The candidate must submit the thesis within four years from the date on which the original registration expired. No extension in this period is allowed. The registration will stand automatically cancelled after nine years from the date of original registration. After this period if a candidate desires to pursue research work for Ph.D. degree he will have to apply for registration as a fresh candidate.

- (b) A teacher candidate with 5 years teaching experience at the time of registration can submit his/her thesis after 18 months instead of 24 months after successful completion of course work as provided in Section 13(a) of this Ordinance.
- (c) The candidate shall put in at least 240 days attendance after successfully completion of course work in the institution concerned or with the supervisor/ co supervisor. The relevant declaration by the candidate (Appendix 2) and the certificate of the supervisor (Appendix 3) must be given in the beginning of the thesis. If a candidate is in service, having his/her research centre at a place other than his/her place of service, then such candidate shall be required to submit a certificate of leaves availed from his/her employer, to justify his/her 240 days attendance in the research centre with the supervisor/co supervisor.

14.0 Change of supervisor

Only under special circumstances, the candidate may be allowed to change the supervisor by the Kulpati on the recommendation of the committee, constituted by the Kulpati for this purpose. No change in the topic of research will be permitted due to change of supervisor.

15.0 Six Monthly Report

The University shall obtain every six months a record of attendance, receipt of fees paid and progress report of the work of the Research Scholar from his supervisor as per Appendix 4 which shall be scrutinized by the Dean of the School. If the progress of work is not found satisfactory in two successive reports or no reports are received for a period of one year or candidate fails to deposit fees, the Kulpati on the recommendation of the

Dean of the faculty may order the removal of the name of the scholar from the list of those registered for the Ph.D. degree.

16.0 Summary of thesis and appointment of examiners

- (a) The candidate shall submit ten copies of the summary of the thesis together with a list of research papers published or accepted for publication (in the peer reviewed standard journals of repute, as approved the University from time to time, through his/her supervisor to the Registrar about three months prior to the anticipated date of submission of thesis.
- (b) The supervisor shall submit to the Registrar, in a sealed cover a panel of at least six names of examiners actively engaged in the concerned area of research not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University. At least half of the names should be from outside the state. Names can also be included from outside the country. Another panel of at least six examiners actively engaged in the concerned area of research and not below the rank of Associate Professor of a University Teaching Department or college Professor, from outside the jurisdiction of this University, shall be submitted by the Dean of School in which the candidate is pursuing Ph.D.
- (c) In case the candidate is related¹ to the supervisor, then the first panel of examiners shall be obtained from Head, University Teaching Department of the Subject concerned, or a senior professor nominated by Kulpati,
- (d) The Kulpati shall appoint two examiners out of the two aforesaid panels, submitted by the supervisor and Examination Committee, respectively. The consent of examiners shall be obtained by sending them the summary and list of publications.

Note: The summary of thesis shall be sent by post / air mail / email.

17.0 Pre Submission Defense Committee (PSDC)

- (1) Prior to submission of the thesis, the candidate shall prepare a draft thesis and shall submit it in SOFT and HARD copy in the prescribed format of the university.

¹ The term relations shall include father, mother, wife, husband, daughter, son, grandson, granddaughter-, brother, sister, nephew, niece, grandnephew/niece, uncle, aunty, son in law, sister in law, father in law, mother in law and the first cousin.

- (2) However prior to the submission of draft Ph.D. thesis and PSDC, the candidate shall publish at least two research papers in the peer reviewed standard journal of repute, as approved by the University from time to time, in which the candidate is the sole author or if there are coauthors, then his/her name should be as first author. The reprint of such a paper along with reprints of other research papers published by him, if any, shall be appended inside the thesis at the end. If reprint has not been obtained till the time of submission of thesis, the acceptance letter along with the approved manuscript (i.e., preprint) shall be appended inside the thesis at the end.
- (3) The candidate shall make a Pre-Submission Defense, based on that draft thesis, in the University Teaching Department in the subject or any place in the University premise fixed by the University for the purpose. Arrangement for this shall be made on a request from the candidate, duly recommended by the supervisor, to the University in the proforma given in Appendix 5.
- (4) The candidate shall be required to make an oral presentation of the proposed work before the Pre Submission Defense Committee (PSDC) consisting of the following members:
- I. Kulpati or his nominee - Chairman.
 - II. Dean of the School.
 - III. Chairman BOS of the subject in the School.
 - IV. Head or One Professor or in the case of non-availability of Professor, one Associate Professor of the University Teaching Department. Presence of three members shall form the quorum.
- Note: (a) On the request of the supervisor, Kulpati may permit him to be present as an observer during the oral presentation of his candidate.
- (b) No. T.A. and D.A. shall be payable to candidate and supervisor for attending the Pre Submission Defense Committee (PSDC) meeting.
- (5) The presentation shall be open to all the faculty members and research students and its aim will be to get feedback and comments, If the PSDC suggests any change in the work, then the change required shall be communicated to the candidate by the Registrar, which will have to be suitably incorporated into the draft thesis under the advice of the supervisor. The candidate will be required to resubmit the draft thesis as revised by him incorporating the changes suggested by the PSDC within 3 months time. The Dean of the School shall examine the revised draft thesis and if he is satisfied that the changes suggested by the PSDC have been incorporated in the revised draft thesis, he will approve the

same and the thesis can be submitted. The letter of approval accordingly shall then be issued by the Registrar.

- (6) If the PSDC decides that major revision is required in the draft thesis and/or the oral presentation was also found to be unsatisfactory then the candidate may be asked to revise the draft thesis and/or improve upon the oral presentation and reappear at the next meeting of the PSDC.
- (7) The candidate shall only be permitted three times (including one mercy attempt to be awarded by the Kulpati) to present his case before PSDC on the basis of his request, duly recommended by the supervisor, to the University in the proforma given in Appendix OS. However, if, the candidate fails to get a recommendation for submission from PSDC, as mentioned above, his registration for PhD shall be cancelled.

18.0 Submission of thesis

- (1) After getting an approval from PSDC as mentioned in para 17, the candidate can finalize his/her thesis.
- (2) The finalized thesis shall be type set on a computer using standard software like MSWord or LATEX. It shall then be typewritten only on one side of pages. It may then be photocopied (only on one side of the pages) for producing multiple copies.

The candidate shall submit the thesis to the University as follows:

- (i) Three hard bound copies of the thesis, and
 - (ii) Soft copy in the form of CD (in two copies).
- (3) In the thesis after the cover page, the forwarding letter/declaration/certificate mentioned in (a) (b) and-(c) below must be given.
 - (a) The thesis should be forwarded by the Head of the UTD where the candidate was registered. (Appendix 6)
 - (b) The thesis must be accompanied by a declaration from the candidate as per (Appendix 2) that the thesis embodies his/her own work and he/she has worked under the supervisor at the approved place of work for the required period as per provisions of the Ordinance.
 - (c) The certificate from the Supervisor together with co-supervisors, if any, as per Appendix 3.

Note: (i) The candidate shall also remit with the thesis, prescribed fee as the examination fee as prescribed by the University.

- (ii) The no dues certificates from the place of work and the University library must be submitted along with the thesis.

19.0 Evaluation of thesis and viva-voce examination

- (i) On receipt of the thesis, required fee and no dues certificates, the thesis shall be sent to the two examiners already consented.
- (ii) The thesis to be accepted for the award of the Ph.D. degree must comply with the following conditions:
 - (a) It must be a piece of research work characterized either by the discovery of the new facts or by a fresh approach towards the interpretation of facts. In either case, it should evince the candidate's capacity for critical examination and sound judgment.
 - (b) It must be satisfactory in point of language and presentation of the subject matter.

20.0 The examiners shall categorically recommend in the prescribed Pro forma (Appendix 07) acceptance, revision or rejection of the thesis. He shall also give detailed comments on the points spelt out in clause 20 of the Ordinance and also detailed comments on each chapter in the examiner's report, which should be typed on separate pages, in four copies. The examiner must also give a list of at least ten questions; he wishes to be asked at the viva voce examination.

- 21.0** (a) The examiners may seek clarification of the subject matter of the thesis from the supervisor through the Registrar. This provision will be incorporated in the letter to be sent to the examiners while sending the thesis.
- (b) The Kulpati may recall the thesis from an examiner, who fails to send the reports within three months of the date of dispatch of the thesis or such other date as may be extended by the Kulpati, and appoint another examiner from the panels of examiners.

- 22.0** (a) In case both the examiners reject the thesis or one of them rejects the thesis and the other recommends a revision, the thesis shall be rejected.
- (b) If both the examiners recommend for the revision of the thesis, the candidate shall be called upon to revise, the thesis in the light of the observations of the examiners.
- (c) If one examiner approves the thesis and the other rejects it or recommends for revision the thesis shall be sent to the third examiner, drawn from the panel of examiners as constituted at para 15 (b) by the Kulpati, without the reports of earlier examiners, the third examiner shall be asked to give his/her opinion and this opinion shall be final.

- (d) In case both the original examiners accept the thesis for the award of the Ph. D. degree or in the event of it being referred to the third examiner, and the third examiner accepts the thesis for the award of the Ph. D. degree, the candidate shall be called upon to appear at the viva-voce examination before a board of examiners comprising of the Supervisor, co supervisor (if any) and one of two examiners (as per para 16(b)), selected by the Kulpati, who have accepted the thesis for the award of the Ph. D. degree. In case the candidate is related* to the supervisor, then the Kulpati shall appoint head of the University teaching Department/School of Studies/Institution/Chairman Board of studies of the subject concerned to act as viva-voce examiner, in place of the Supervisor.
- (e) The Supervisor/Head University Teaching Department/Chairman Board of Studies of the subject concerned, as the case may be, shall be communicated the name of the external examiner appointed by the Kulpati to conduct the viva-voce examination. The same shall then contact the external examiner and fix up a date for viva-voce. The date fixed for the viva-voce shall be informed to the candidate and the Registrar, Provided that in special circumstances Kulpati may appoint alternate viva-voce examiner from the panel of examiners, if both the external examiners are not in a position to conduct the viva voce examination.
- (f) The viva-voce examination shall be conducted at the University Teaching Department or at any place fixed by the University for the purpose. The date and time and place of open viva-voce examination shall be notified by the registrar on the University Notice board at least a week in advance. At the time of viva-voce examination, the board of examiners shall be provided the reports of the examiners, which shall be returned along with the report of viva-voce examination to the Registrar in confidential cover.
- (g) The candidate shall present the work embodied in the thesis before the board of examiners, members of faculty, research scholars and other interested persons present in open viva. After the presentation of the research work the Board shall ask question together with those questions, which have been given along with examiners reports. Others in the audience can also ask questions and the candidate shall reply only those questions which are permitted by the external examiner.
- (h) In case the recommendations of the viva-voce examiners differ from that of the thesis examiner or there is difference of opinion between the viva-voce examiners, the candidate shall reappear at a second viva-voce examination within six months. Such candidates would be required to pay an additional fee as prescribed by the University for Second viva-voce Examination. The external

examiner for second viva-voce examination shall be appointed by the Kulpati as above. If the candidate fails to satisfy the viva-voce examiners a second time, his/her thesis shall be finally rejected.

- 23.0** If the examiners recommend that the candidate be asked to revise/improve his thesis, the Kulpati shall permit the candidate to resubmit his thesis not earlier than six months and not later than eighteen months, the period being counted from the date of the issue of orders to the candidate.

The candidate shall be provided examiners reports without disclosing the names of the "examiners to enable him/her to improve the thesis on the basis of the reports. All the copies of the thesis shall also be returned to the candidate.

In case the candidate is allowed to resubmit the thesis he/she will have to pay the prescribed fee afresh at the time of resubmission but it shall not be necessary for him to reproduce any certificate of further attendance at the institution at which he/has carried out the work. The resubmitted three copies of the thesis must make clear mention that it is a revised version. The thesis shall be got examined as far as possible by the examiners who finally recommended for the revision.

In case a candidate is asked to revise the thesis under clause 23(b) and one of the examiners recommends again for revision of the revised thesis and the other accepts the revised thesis for award then the thesis shall be sent to the third examiner. If the third examiner rejects or recommends for revision the thesis shall stand rejected. If he accepts the thesis for the award then the candidate shall be awarded the Ph.D. degree on successful viva voce examination as per provision of clause 23 of the Ordinance.

In case a candidate is asked to further revised the thesis by the third examiner, as per provisions laid down under para 23 (c), above thesis shall stand rejected. Second time revision is not permitted in any case and if so, the thesis shall automatically stand rejected. Note - Whether a candidate has incorporated the minor revision/s suggested by the examiner/s shall be evaluated by the Dean of the School. Only after his satisfactory report, the viva-voce of the candidate shall be fixed.

24.0 Appearing in other examination

No research scholar shall join any other course of study or appear at any other examination conducted by any University leading to a degree (except Certificate/Diploma course of languages, research methodology, statistics, and computer courses).

25.0 Publication of thesis

The thesis shall be published only with the permission of the University and such publication shall state on the title page itself that this was thesis approved for award of the Ph.D. degree of the University.

26.0 Award of Ph.D.

After the successful viva-voce, the Vice Chancellor shall have powers to issue Notifications for the award of Ph.D degree to the candidate and the matter shall be reported to the Board of Management for their approval in its forthcoming meeting. One copy of the thesis will be kept in the University Library and another copy will be kept in the Departmental Library of the Institution where the research work was carried out; the third will be returned to the supervisor. Following the successful completion of the evolution process and announcement of the award of Ph.D, the university shall submit a soft copy after the Ph.D thesis to UGC within a period of thirty days for hosting the same in INFILLNET, accessible to all university / Institution.

27.0 Reports of examiners

After the declaration of the result the successful candidates may be provided the copies of reports of examiners who recommended for the award of the degree on payment of fee prescribed by the University. The reports will not disclose the identity of the examiners.

28.0 Withdrawal of degree

On detection of any irregularity or any plagiarism the University shall take suitable steps to withdraw the degree. Those candidates who have applied for registration but have not been registered before this Ordinance comes into force, shall be governed by the provision of this ordinance i.e. they will have to fulfill all the requirements, as laid down in this ordinance.

Appendix -1

PROFORMA FOR SYNOPSIS

1. Title of the thesis
2. Introduction : Giving purpose of research (in about 200 words)
3. A brief review of the work already done in the field.
4. Noteworthy contributions in the field of proposed work.
5. Proposed methodology during the tenure of the research work.
6. Expected outcome of the proposed work
7. References in standard format.
8. List of published papers of the candidate.

Signature of the Supervisor Signature of the Candidate

Date:

Signature of Cosupervisor (if any)

Date:

Appendix — 2

DECLARATION BY THE CANDIDATE

I declare that the thesis entitled.....

is my own work conducted under the supervision of Dr.

..... (Supervisor/ Co-supervisor) at

..... (Centre)

..... Approved by Research Degree

Committee. I have put in more than 240 days of attendance with supervisor at the centre.

I further declare that to the best of my knowledge, the thesis does not contain any part of any work which has been submitted for the award of any degree either in this University or in any other University without proper citation.

Signature of the candidate

Date :.....

Place :

Appendix — 3

CERTIFICATE OF THE SUPERVISOR { } CERTIFICATE

This is to certify that the work entitled is
a piece of research work done by Shri/Smt./Ku Under
my/our

Guidance and supervision for the degree of Doctor of Philosophy of
..... University,..... (M.P) India.

I certify that the candidate has put in an attendance of more than 240 days with me.

To the best of my knowledge and belief the thesis:

- (i) Embodies the work of the candidate himself/herself.
- (ii) Has duly been completed.
- (iii) Fulfills the requirement of the ordinance relating to the Ph.D degree of the University.

Signature of the Co-supervisor

Signature of the Supervisor

Date:.....

Place:.....

Appendix - 4

CONFIDENTIAL PROGRESS REPORT

Six monthly progress report of the research work done for the period from
.....To.....of the research scholar.

1. Name of the research scholar
2. Subject
3. Topic registered for Ph.D. Degree
4. Name of the Supervisor.
5. Name of co-supervisor(if any)

Description of the guidance on the topic Period with dates the Candidates has been with
the guide for research work (It may also indicate the date of leave availed by the candidate
during the above period.) Remarks of the supervisor on the work done by the candidate on topic.

Fees paid vide receipt No.....Date

Date

Date :

Place :

.....
(Signature of Head of institution
where the candidate was
registered for Ph.D. degree)

Signature of the Supervisor

Date:

Address:

Place :

.....

.....

Date:.....

Appendix - 5

REQUEST FOR PRE Ph.D. PRESENTATION BASED ON DRAFT THESIS

The Registrar,
SVN University, Sagar

Subject: Request for making Pre-Ph.D. Presentation based on draft thesis.

Reference : Ph.D. registration letter No.....Detail..... Detail

Sir,

With reference to above, the details of my Ph.D. thesis are given below:

1. Name of the candidate
2. Name of supervisor and Co-supervisors
3. Subject
4. Place of work
5. Title of thesis

My draft thesis is complete and I want to make Pre Ph.D. presentation. Kindly arrange for the same.

Date:

(Signature of the candidate)

Place:

Name and Address.....

(Signature of the Supervisor)

Name and Address :

Appendix – 6

FORWARDING LETTER OF HEAD OF INSTITUTION

The Ph.D. thesis entitled.....
 Submitted by
 Shri/Smt./Ku.....
 is forwarded to the University in three copies. The candidate has paid the necessary fees and
 there are no dues outstanding against him/her.

Name..... Seal.....

Date:.....

Place:.....

.....
 (Signature of Head of institution where
 the candidate was registered for
 Ph.D.degree)

Signature of the Supervisor

Date :

Place :

Address :

.....

.....

Date:

Appendix- 7

EXAMINERS REPORT ON Ph.D. THESIS

Title of thesis

Name of candidate Shri/Smt./Ku

Subject: Faculty:

1. The thesis is recommended for the Yes/ No Award of Ph.D degree

2. The thesis be revised on the Lines.....Detailed below

.The thesis be rejected.....(Please write Yes/No, as the case may be)

Thesis requiring only minor revision/s should also be covered in this category and suitable remarks detailing minor revision/s required, is/are to be enumerated. ## Thesis requiring only major revision/s should be covered in this category and suitable remarks detailing the major revision/s required is/are to be enumerated

DETAILED REPORT

(The examiner is requested to attach detailed report in four copies, covering also the following points)

(a) It must be a piece of research work characterized either by the discovery of the facts or by a fresh approach towards the interpretation of facts. In either case it should evince the candidate's capacity for critical examination and sound judgment,

(b) It must be satisfactory in point of language and presentation of the subject matter.

Date :

Place :

(Signature of the Examiner)

Full name & Address

Appendix – 3

PROVISIONAL CERTIFICATE REGARDING AWARD OF Ph.D. DEGREE (Para)
SVN UNIVERSITY, SAGAR

CERTIFICATE

This is to certify that vide notification no.....Dated
.....of this University, the Board of Management has decided that the
degree of Ph.D. in.....(Subject) be awarded to
.....The title of Ph.D. thesis is.....

The Ph.D. degree has been awarded in compliance of the "University Grants Commission
(minimum standards and procedure for award of M.Phil/Ph.D. degree) Regulation, 2009".

Date:.....

.....

Registrar.

ORDINANCE NO. 12
MASTER OF PHILOSOPHY (M. Phil)

The Ordinance shall be applicable for the Candidate admitted in MASTER OF PHILOSOPHY (M.Phil) degree.

1. **ELIGIBILITY FOR ADMISSION:-**

As per Ordinance number 11 for Ph.D.

2. **Selection of Candidates**

As per Ordinance number 11

3. **DURATION AND PLACE OF COURSE:**

The course of studies for the degree of Master of Philosophy shall spread over one academic session which can be extended to two years by Vice Chancellor on reasonable reason. (Recommendation of its must Department).

4. **FEES**

As per Ordinance No. 02

5. **SUBJECT**

The subject for the examination shall be one of the following viz :

English /Hindi /Sanskrit/Urdu /Political Science /History /Philosophy /Sociology / Geography / Maths /Economics /Public Admin. /Psychology /Rural Development /Drawing /Criminology / Education/ Physical Education /Yoga Physics / Maths / Chemistry/ Botany / Zoology / Statistics / Micro Biology/ Bio-Technology/ Criminology & Forensic Science/ Geology / Fire Safety & Hazard Management / Fashion Designing / Textile Designing / Interior Designing / Animation / IT / CS / Environmental Science/ Home Science

Provided that the Board of Management may, on the recommendation of the Academic Council introduce one or more additional subjects for the M. Phil Course as per norms of UGC.

6. **Examination**

- a) The examination shall be conducted generally by means of internal-assessment, three written theory papers, one of which shall be on methodology of research, a practical test, a thesis on research work and a viva voce examination.
- b) The Teaching Department shall organize adequate numbers of seminars on new developments in the subject or interpretation of different research work and its data during the session. It shall also arrange at least three tests on each of the theory papers and award grades best two of which shall be taken into account for purpose of working out the average Internal Assessment.

- c) The scope of studies in different subjects shall be as prescribed by the Academic council on the recommendation of the Boards of Studies and the Faculties concerned from time to time and published by a notification.
- d) The written part of the Examination shall be held as far as possible in March April every year the date of commencement thereof having been notified in advance and at such centers as may be approved by the university. Provided that the first year of Introduction of the course if the teaching start in a later part of a session the examination may be held at such other time, after completion of the course, as approved by the Vice Chancellor from time to time.

The Practical part of the Examination which shall be conducted jointly by a teacher in the Department and two External Examiners appointed for the purpose may be arranged either before or after the theory examination in accordance with the convenience of the Department concerned.

7. Research /Project Work

- a. Every student admitted to the course shall be required to carry out research or project work under the supervision of a teacher in the teaching Department, on a problem assigned to him / her by the Head or the Department with the approval of the Research Degree committee in the subject constituted under the Ordinance of the University
 - b. The candidate shall prepare a thesis on the research I project work done by him which must be characterized either by the discovery of facts or by a fresh approach toward the interpretation of facts, capable, in either case, to advance knowledge in the subject.
 - c. The candidate shall submit three typed or printed copies of the thesis through the Department so as to reach the office or the Registrar preceding by at least three weeks the date of commencement of the written examination, together with
 - (i) A declaration signed by him/her that the thesis embodies the result of his/ her own work.
 - (ii) A certificate from the supervisor to the effect that the thesis research conducted being the result of the candidates own work, is on a subject on which similar work has not been previously carried out.
- Provided that the Vice Chancellor may, on the recommendation of the Head of the Department, permit a student who could not prosecute the research / project in time the period can be extended.

8. (a) A student of University Teaching Department seeking admission to the examination for the degree of Master of Philosophy shall submit his/her application therefore on prescribed form to the office of the Registrar by the date fixed for the purpose, together with a fee as decided by University for the examination and also the following certificates from the Head of the Teaching Department, Viz:
- (i) Good Conduct,
 - (ii) Fitness to present himself / herself at the examination, and
 - (iii) Having attended the classes as per Ordinance of SVN University. .
- Candidate who has not received certificates prescribed of foregoing clause shall not be permitted to appear at the theory examination. All though he/she might \ have appeared to the practical examination which was conducted by the department before the start of theory examination.
9. (a) After the copies of the thesis are received, Registrar shall send them to two external examiners for assessment for grade,
- (b) The Viva voce test shall be conducted-by (i) two external examiners and (ii) the supervisor of the research work, who shall jointly award a grade on the performance of the candidate at the viva voce test
10. (a) (i) In order to be successful at the Examination a candidate must obtain :-
- (i) Grade not below B in theory papers.
 - (ii) Grade not below in B in practical
 - (iii) Grade not below B in the thesis
 - (iv) Grade not below B in the viva voce test and
 - (v) In overall grade not below B.
 - (vi) Grades, Grade points, grade point averages and overall Grades, wherever necessary, shall be computed in accordance with the provisions of the ordinance of the University relating to Grading and Internal Assessment, (b) A candidate who has appeared at the examination shall be supplied with a Grade Card indicating, inter alias the Grades and Grade points obtained by him/ her in the internal assessment, theory papers, practical, thesis, viva voce and also the overall Grade and Grade point average, under the provisions of Ordinance of the University.
11. (a) A candidate, who on obtaining a grade below the provision laid down in clause 9 sub clause (a) has been declared to have failed or who after having been admitted to the Examination fails on account of illness or a similar reason, to appear thereto, may reappear at it subsequently, as an ex- student in accordance with the provisions of ordinances and regulation of the University, provided he/she fulfils all

such conditions laid down in this and other ordinances as are applicable to him/her from time to time.

- (b) (i) A candidate who has failed to obtain Grade B separately in the thesis and the viva voce test, shall not be permitted to re-appear at the examination as an ex-student.
 - (c) in the case of an ex-student candidate the grades and Grade points obtained by him/ her previously in (a) Internal Assessment and (ii) thesis shall be, if these were at least the minimum required for a pass, as laid-down in clause 9 above, carried over for the purpose of his/her result at the subsequent examination.
 - (d) An ex-student candidate shall be required to present himself/herself again before (i) a board of Viva voce examiners constituted as per the provisions of Examination.
12. The Registrar shall publish the results of the examination announcing the successful candidates and the overall grades obtained by them as soon as possible after the Examination is over but not later than the 60th day.
13. All candidates appearing in examination shall be required to abide by provisions and ordinance of the University and such other ordinance, directives, if any, as are applicable to the them.
14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors/Dean of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 13**ORDINANCE FOR THREE YEAR (SIX SEMESTER) diploma COURSES
(POLYTECHNIC ENGINEERING DIPLOMA)****Course & Faculty**

1. This ordinance shall be applicable to all three year (six semesters) diploma courses except those for which the university has separate ordinances. These courses shall be run on semester system.
 - a. At present the degrees covers under this ordinance are Diploma in Automobile Engineering / Chemical Engineering/ Petrochemical Engineering/ Civil Engineering / Computer Technology/ Computer Engineering/ Civil & Rural Engineering / Construction Technology / Dress Designing & Garment Manufacturing / Digital Electronics / Electrical Engineering/ Electronics & Telecommunication Engineering / Electronics & Electrical Power Systems / Electronics & Communication Engineering / Electronics & Video Engineering / Electronics Engineering / Garment Technology / Instrumentation & Control / Industrial Electronics / Instrumentation / Marine Engineering / Mechanical Engineering / Modern Office Practice / Mining & Mine Surveying / Production Engineering / Production Technology /Aeronautical Engineering / Aviation Maintenance Engineering/ Tool Designing / Machine Technology / CAD / CAM/ RF Technology / Optical Fiber Technology / Microwave Technology /Power Distribution Technology / Hardware Maintenance Technology/ Open Source Technology / Microsoft Technology /Software Testing / Structural Engineering/Highway Technology / Bridge Technology / Water Harvesting Technology / Information Technology / Fire Technology etc.
 - b. These programmes are offered by the Faculty of Engineering & Technology and approved by the Board of Studies and Academic Council.
 - c. More Diploma programmes can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over three years (Six Semesters).

4. The Full Time Regular Diploma Course in Engineering shall be for a period of three academic years. The Course will run on semester pattern and the semester courses will be of 16 weeks duration each.
5. The First Year Diploma Course (Semester I & II) of study is common for almost all branches of Engineering / Technology, except for Diploma course in Modern Office Practice and few other special courses.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. The candidates who pass X Standard or equivalent examinations with Mathematics and Science subjects are eligible for admission into three years diploma course.
7. For Lateral Entry into the Second year (III Semester) of the three year diploma courses, the candidates shall be required to have passed the Higher Secondary Examination (Academic or Vocational) of 10 plus 2 pattern, with the following conditions:

- (i) Academic Stream candidates should have compulsorily studied Maths, Physics & Chemistry at 10 + 2 level
- (ii) Vocational Stream candidates should have studied either Maths or Physics or Chemistry as one of the subjects of study along with the related Vocational Subject (Theory & Practical) at 10 + 2 level.

Their intake is restricted to 50% (25% for Academic + 25% for Vocational) of the sanctioned intake of the I Year Diploma Courses.

8. There is no age limit for the admission.

Admission Procedure

9. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's

website/or the students will be informed directly of their admission after the last date of application.

- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees are not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The diploma course in semester system shall consist of:

- (i) Such courses (papers) as prescribed by the University
- (ii) Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- (iii) Such scheme of examination as prescribed, by the University from time to time.

11. The course curriculum of each course shall be based on the industries demands and approved by the Board of Studies and Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Time Limit to complete the Diploma Course

12. The following time limit to complete the Diploma course of 3 years duration and pass all the subjects pertaining to the course:

- | | |
|---|-----------|
| a. Students Admitted to First Year | : 6 Years |
| b. Students Admitted to Second Year (Lateral Entry) | : 5 Years |

Medium Of Instructions And Examinations

13. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit Lists

14. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
15. Final merit list shall be declared by the University only after the main examination of the Sixth and final semester for each degree, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Minimum Duration of Completion of Course

16. A candidate has to complete the entire course of diploma within a minimum period of two years from the session of first admission.

Examination Centers

17. University examination centers will be notified by the university.

General

18. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

19. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
20. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
21. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 14 **BACHELOR OF TECHNOLOGY (B.TECH.)**

Course & Faculty

1. This ordinance shall be applicable to the first degree in Engineering of four-year (eight semester) course, hereinafter called 4-YDC, shall be designated as Bachelor of Technology under the Faculty of Engineering and Technology.
2. At present the degrees covers under this ordinance are Automobile Engineering / Chemical Engineering/ Petrochemical Engineering/ Civil Engineering / Computer Technology/ Computer Engineering/ Civil & Rural Engineering / Construction Technology / Digital Electronics / Electrical Engineering/ Electronics & Telecommunication Engineering / Electronics & Electrical Power Systems / Electronics & Communication Engineering / Electronics & Video Engineering / Electronics Engineering / Textile Technology / Instrumentation & Control / Industrial Electronics / Instrumentation / Marine Engineering / Mechanical Engineering // Mining Technology / Production Engineering / Production Technology /Aeronautical Engineering / Aviation Maintenance Engineering/ Tool Designing / Machine Technology / CAD / CAM/ RF Technology / Optical Fiber Technology / Microwave Technology /Power Distribution Technology /Information Technology / Fire Technology etc.
3. These programmes are offered by the Faculty of Engineering & Technology and approved by the Board of Studies and Academic Council.
4. More Degree programmes can be offered under this ordinance on the recommendations of the Board of Studies.
5. The ordinance shall be applicable to all the University teaching departments/institutes /Schools of this University.

Duration

6. The duration of these courses of study shall extend over four-year (eight semesters).

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Candidates seeking admission to these courses must have the required qualification as decided by the AICTE / Competent Authority from any recognized University or an equivalent body.

a. Admission to First Semester

- i. Candidates who have passed Final examination of the 10+2 system with PCM , conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.

OR

- ii. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

OR

- iii. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

- iv. Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.

OR

- v. H.S.C. Vocational Examination

OR

- vi. Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

b. Admission to Third Semester (Lateral Entry to 2nd Year)

- i. Passed Diploma examination in related branch of engineering

OR

- ii. Passed B. Sc Degree from a recognized University as defined by UGC and passed XII standard with mathematics as a subject.

- iii. Provided that in case of students belonging to B. Sc. Stream, shall clear the subjects of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.

- iv. Provided further that, the students belonging to B. Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.

- v. Provided further that students, who have passed Diploma in Engineering & Technology or B. Sc Degree from a recognized University as defined by UGC, shall also be eligible for admission to the second year Engineering Degree

courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However the admissions shall be based strictly on the eligibility criteria as mentioned in 7(b) (i), (ii), (iv) and (v) above.

c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to B.Tech. as according to the directives of the Government of Madhya Pradesh, provided they satisfy with the criterion of clause 7(a) above.

Admission Procedure

8. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (ii) The University may conduct its own entrance examination for admission to its engineering courses and prepare the merit list on the basis of exam result.
- (iii) The University may prepare merit list of candidates who have applied for admission on the basis of merit list prepared by State Level / National Level Authority for admissions to B.E.
- (iv) The University may prepare merit list based on clause 7(a).
- (v) List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly.
- (vi) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (vii) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

9. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Branch Distribution

10. Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counseling/personal interview.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit List

11. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
12. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Course Structure

13. The B.Tech / B.E. courses in semester system shall consist of:

- i. Such courses (papers) as prescribed by the University
- ii. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- iii. Such scheme of examination as prescribed, by the University from time to time.

14. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium of Instructions and Examinations

15. The medium of instructions and examinations shall be either Hindi or English throughout the course of study.

Maximum Duration of Completion of Course

16. A candidate has to complete the entire course of B.Tech. degree within a maximum period of eight years from the session of first admission.

Examination Centers

17. University examination centers will be notified by the university.
18. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

19. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
20. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
21. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 15
MASTER OF ENGINEERING/TECHNOLOGY/MASTER OF ARCHITECTURE
(ME / M.Tech. / M.Arch.)

Course & Faculty

1. This ordinance shall be applicable to the Post Graduate Degree of Master of Engineering / Technology leading to the Degree of Masters of Engineering/ Technology/ Architecture (ME / M.Tech. / M.Arch.) in the concerned Subject and Faculty.
2. The course will be in following subject.

Computer science, Information Technology, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and Advanced Communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning Engineering, Power System Engineering, Bio Informatics Engineering, Network Management & Information System Engineering, Information Architecture & Software Engineering, Bio-Technology, Astronomy and Space Engineering, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering, Power Electronics, Aeronautical Engineering, Embedded System, Nano Technology, Industrial Engineering & Management, Mechanical Engineering, Electrical & Electronics Engineering, Electronics & Communication Engineering, Civil Engineering and Highway Road Technology, Fire Technology etc.
3. More Degree programmes can be offered under this ordinance on the recommendations of the Board of Studies
4. This ordinance shall be applicable to all the University teaching departments / Schools of this University.

Duration

5. Master of Engineering / Technology shall be a full time Degree Programme. The duration of the course shall be of four semesters (Two years).
6. The candidate registered for M. Tech programme shall not be permitted to join any other programme/course of this or any other university.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Every applicant for admission to the First Semester of ME/M.TECH./M.ARCH.
- (i) Shall have passed B.E./B. Tech/B.Arch. or equivalent examinations in appropriate branch.
 - (ii) Applicants possessing the M.Sc. (Maths /Physics /Electronics /Computer Science / Information Technology) / MCA [for M.Tech in Computer Science / Computer Technology / Information Technology] degree.
 - (iii) Applicants possessing the M.Sc.(Physics/Electronics [for M.Tech in Electronics / Electronics & comm./VLSI/Digital Comm./Analog Comm., etc] degree.
 - (iv) Applicants possessing valid GATE score shall be given preference over to those candidates who do not possess GATE score.
 - (v) All full time & part time sponsored candidates must have at least two years experience in the relevant field after passing the qualifying examination. However the Vice Chancellor can relax the experience in case of sponsoring candidates
 - (vi) Candidates sponsored by organizations recognized by the Academic Council, and applications from foreign nationals received through proper channel, may be considered for admission to the M.Tech programme. Their admission shall, however, be governed by the regulations prescribed by the Academic Council.
 - (vii) A candidate who possesses Associate Membership of Professional Bodies approved by the Academic Council and who has qualified in GATE shall also be eligible to apply for admission to the M.Tech programme, subject to regulations approved by the Academic Council.

Admission Procedure

8. Admission under these courses will be made as follows:
- (a) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
 - (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's

website/or the students will be informed directly of their admission after the last date of application.

- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions.
 - (ii) The prescribed fees are not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

9. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Branch Distribution

10. Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counseling/personal interview.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

11. The medium of instructions and examinations shall be either Hindi or English.

Merit Lists

12. Merit list of first 5 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
13. Final merit list shall be declared by the University only after the main examination of the fourth and final semester for each degree, on the basis of the integrated performance of both the years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

14. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

15. University examination centers will be notified by the university.
16. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

17. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
18. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
19. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 16**ORDINANCE FOR FIVE YEAR (TEN SEMESTERS) INTEGRATED COURSES****(INTEGRATED MASTER ENGINEERING DEGREE)****Course & Faculty**

1. This ordinance shall be applicable to the Integrated Graduate and Post Graduate Degree of Master of Engineering / Technology leading to the Integrated Degree of Masters of Engineering/ Technology/ Architecture (ME/ M.Tech./ M.Arch.) in the concerned Subject and Faculty.
 - a. This degree of Integrated B.Tech. and M.Tech./M.Arch.) shall include the branches of Civil, Mechanical, Electrical, Electronics, Electronics & Communication, Electronics & Instrumentation, Information Technology, Computer Science And Engineering, Automobile, Chemical, Textile, Production Engineering, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and Advanced Communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning Engineering , Power System Engineering, Bio Informatics Engineering, Network Management & Information System Engineering, Information Architecture & Software Engineering, Bio-Technology, Astronomy and Space Engineering, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering, Power Electronics, Aeronautical Engineering, Embedded System, Nano Technology , Industrial Engineering & Management, Fire Technology & Safety Engineering,
 - b. These programmes are offered by the Faculty of Engineering and Technology after the approval by the Board of Studies and Academic Council.
 - c. More branches can be offered under this ordinance on the recommendations of the Board of Studies.
 - d. More degree programme can also be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

3. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
4. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

5. The duration of these courses of study shall extend over Five-year (ten semesters).

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. Candidates seeking admission to these courses must have the required qualification as decided by the AICTE / Competent Authority from any recognized University or an equivalent body.

7. a. Admission to First Semester

- i. Candidates who have passed Final examination of the 10+2 system with PCM , conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.

OR

- ii. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

OR

- iii. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

- iv. Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.

OR

- v. H.S.C. Vocational Examination

OR

- vi. Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

- b. Admission to Third Semester (Lateral Entry to 2nd Year)

- i. Passed Diploma examination in related branch of engineering
OR
 - ii. Passed B. Sc Degree from a recognized University as defined by UGC and passed XII standard with mathematics as a subject.
 - iii. Provided that in case of students belonging to B. Sc. Stream, shall clear the subjects of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.
 - iv. Provided further that, the students belonging to B. Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
 - v. Provided further that students, who have passed Diploma in Engineering & Technology or B. Sc Degree from a recognized University as defined by UGC, shall also be eligible for admission to the second year Engineering Degree courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However the admissions shall be based strictly on the eligibility criteria as mentioned in 7(b) (i), (ii), (iv) and (v) above.
- c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to I.M.Tech. as according to the directives of the Government of Madhya Pradesh provided they satisfy with the criterion of clause 7(a) above.

Admission Procedure

3. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (ii) The University may conduct its own entrance examination for admission to its engineering courses and prepare the merit list on the basis of exam result.
- (iii) The University may prepare merit list of candidates who have applied for admission on the basis of merit list prepared by Sate Level / National-Level Authority for admissions to B.E.
- (iv) The University may prepare merit list based on clause 7(a).
- (v) List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly.

(vi) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

(vii) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

9. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Branch Distribution

10. Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counseling/personal interview.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit List

11. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
12. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Course Structure

13. The I.M.Tech. courses in semester system shall consist of:

- i. Such courses (papers) as prescribed by the University
- ii. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- iii. Such scheme of examination as prescribed, by the University from time to time.

14. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the

University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Maximum Duration of Completion of Course

15. A candidate has to complete the entire course of B.M.Tech degree within a maximum period of Nine years from the session of first admission.

Examination Centers

16. University examination centers will be notified by the university.
17. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

18. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 17**ORDINANCE FOR FIVE YEAR (TEN SEMESTER) INTEGRATED COURSES****(INTEGRATED MASTER TECHNO MANAGEMENT DEGREE)****Course & Faculty**

1. This ordinance shall be applicable to the Integrated Graduate Degree of Engineering / Technology and Post Graduate Degree of Master of Management leading to the Integrated Degree of Masters of Techno Management (B. Tech + MBA) in the concerned Subject and Faculty.

This degree of Integrated B.Tech. and M.B.A. shall include the branches of Computer science, Information Technology, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and Advanced Communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning Engineering, Power System Engineering, Bio Informatics Engineering, Network Management & Information System Engineering, Information Architecture & Software Engineering, Bio-Technology, Astronomy and Space Engineering, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering, Power Electronics, Aeronautical Engineering, Embedded System, Nano Technology, Industrial Engineering & Management, Mechanical Engineering, Electrical & Electronics Engineering, Electronics & Communication Engineering, Civil Engineering and Highway Road Technology, Fire Technology etc. for B.Tech. with Post Graduate Degree of Master of Management MBA with HR / Finance / Insurance and Risk Mgt. / Supply Chain Mgt. / I.T./ Disaster Mgt./Retail Mgt./Port Folio and Investment /E-Commerce/ Banking Mgt./ Rural Mgt./International Business / Telecom. Mgt. /Fashion Merchandising / Operation Mgt./Environmental Mgt. / Project Mgt. / Hospital Mgt. / Urban Planning Mgt. / NGO Mgt. / Entrepreneurship Mgt. / Development Mgt./ Tourism, Travel & Hospitality Mgt. / Media Mgt. / Pollution Control Mgt. / Child Psychology Mgt. / Information Technology & System Mgt. / Operation & Research Mgt. / Material Mgt. /Construction Mgt. / Textile Designing Mgt. / Interior Designing Mgt.

- a. These programmes are offered by the Faculty of Engineering and Technology after the approval by the Board of Studies and Academic Council.
 - b. More branches can be offered under this ordinance on the recommendations of the Board of Studies.
 - c. More degree programme can also be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.
 3. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
 4. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

5. The duration of these courses of study shall extend over Five-year (ten semesters).

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. Candidates seeking admission to these courses must have the required qualification as decided by the AICTE / Competent Authority from any recognized University or an equivalent body.
7. a. Admission to First Semester
 - i. Candidates who have passed Final examination of the 10+2 system with PCM , conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.
 - OR
 - ii. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy
 - OR
 - iii. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

- iv. Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.

OR

- v. H.S.C. Vocational Examination

OR

- vi. Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

b. Admission to Third Semester (Lateral Entry to 2nd Year)

- i. Passed Diploma examination in related branch of engineering

OR

- ii. Passed B. Sc Degree from a recognized University as defined by UGC and passed XII standard with mathematics as a subject.
- iii. Provided that in case of students belonging to B. Sc. Stream, shall clear the subjects of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.
- iv. Provided further that, the students belonging to B. Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
- v. Provided further that students, who have passed Diploma in Engineering & Technology or B. Sc Degree from a recognized University as defined by UGC, shall also be eligible for admission to the second year Engineering Degree courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However the admissions shall be based strictly on the eligibility criteria as mentioned in 7(b) (i), (ii), (iv) and (v) above.

c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to B.M.Tech. as according to the directives of the Government of Madhya Pradesh provided they satisfy with the criterion of clause 7(a) above.

Admission Procedure

8. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.

- (ii) The University may conduct its own entrance examination for admission to its engineering courses and prepare the merit list on the basis of exam result.
- (iii) The University may prepare merit list of candidates who have applied for admission on the basis of merit list prepared by State Level / National Level Authority for admissions to B.E.
- (iv) The University may prepare merit list based on clause 7(a).
- (v) List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly.
- (vi) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (vii) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

9. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Branch Distribution

10. Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counseling/personal interview.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit List

- 11. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 12. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of

all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Course Structure

13. The I.M.Tech. courses in semester system shall consist of:

- i. Such courses (papers) as prescribed by the University
- ii. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- iii. Such scheme of examination as prescribed, by the University from time to time.

14. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Maximum Duration of Completion of Course

15. A candidate has to complete the entire course of I.M.Tech degree within a maximum period of Nine years from the session of first admission.

Examination Centers

16. University examination centers will be notified by the university.

17. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

18. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.

19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 18**ORDINANCE FOR SIX YEAR (TWELVE SEMESTERS) INTEGRATED COURSES****(INTEGRATED MASTER TECHNO MANAGEMENT DEGREE)****Course & Faculty**

1. This ordinance shall be applicable to the Integrated Graduate Degree of Engineering / Technology and Post Graduate Degree of Master of Technology with Master of Management leading to the Integrated Degree of Masters of Techno Management (B. Tech + M.Tech. + MBA) I.T.M. in the concerned Subject and Faculty.
 2. This degree of Integrated B.Tech., M.Tech. and M.B.A. shall include the branches of Civil, Mechanical, Electrical, Electronics, Electronics & Communication, Electronics & Instrumentation, Information Technology, Computer Science And Engineering, Automobile, Chemical, Textile, Production Engineering, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and Advanced Communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning Engineering, Power System Engineering, Bio Informatics Engineering, Network Management & Information System Engineering, Information Architecture & Software Engineering, Bio-Technology, Astronomy and Space Engineering, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering, Power Electronics, Aeronautical Engineering, Embedded System, Nano Technology, Industrial Engineering & Management, Fire Technology & Safety Engineering for B.Tech. & M.Tech. with second Post Graduate Degree of Master of Management (MBA) with HR / Finance / Insurance and Risk Mgt. / Supply Chain Mgt. / I.T./ Disaster Mgt./Retail Mgt./Port Folio and Investment /E-Commerce/ Banking Mgt./ Rural Mgt./International Business / Telecom. Mgt. /Fashion Merchandising / Operation Mgt./Environmental Mgt. / Project Mgt. / Hospital Mgt. / Urban Planning Mgt. / NGO Mgt. / Entrepreneurship Mgt. / Development Mgt./ Tourism, Travel & Hospitality Mgt. / Media Mgt. / Pollution Control Mgt. / Child Psychology Mgt. / Information Technology & System Mgt. / Operation & Research Mgt. / Material Mgt. / Construction Mgt. / Textile Designing Mgt. / Interior Designing Mgt.
- a. These programmes are offered by the Faculty of Engineering and Technology after the approval by the Board of Studies and Academic Council.

- b. More branches can be offered under this ordinance on the recommendations of the Board of Studies.
 - c. More degree programme can also be offered under this ordinance on the recommendations of the Board of Studies.
3. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.
 4. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
 5. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

6. The duration of these courses of study shall extend over Six-year (Twelve semesters).

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Candidates seeking admission to these courses must have the required qualification as decided by the AICTE / Competent Authority from any recognized University or an equivalent body.
8. a. Admission to First Semester
 - i. Candidates who have passed Final examination of the 10+2 system with PCM , conducted by any recognized Central/ State Board, such as Central Board of Secondary Education, New Delhi; Council for Indian School Certificate Examination, New Delhi, etc.

OR

- ii. Final Examination of the two year course of the Joint Services Wing of the National Defense Academy

OR

- iii. General Certificate Education (GCE) Examination (London/Cambridge/Sri Lanka) at the Advanced (A) Level

OR

- iv. Any Public School/Board/University examination in India or in any foreign country recognized as equivalent to 10+2.

OR

- v. H.S.C. Vocational Examination

OR

- vi. Senior Secondary School Examination conducted by the National Open schooling with a minimum of five subjects

- b. Admission to Third Semester (Lateral Entry to 2nd Year)

- i. Passed Diploma examination in related branch of engineering

OR

- ii. Passed B. Sc Degree from a recognized University as defined by UGC and passed XII standard with mathematics as a subject.
- iii. Provided that in case of students belonging to B. Sc. Stream, shall clear the subjects of Engineering Graphics / Engineering Drawing and Engineering Mechanics of the first year engineering program along with the second year subjects.
- iv. Provided further that, the students belonging to B. Sc. Stream shall be considered only after filling the supernumerary seats in this category with students belonging to the Diploma stream.
- v. Provided further that students, who have passed Diploma in Engineering & Technology or B. Sc Degree from a recognized University as defined by UGC, shall also be eligible for admission to the second year Engineering Degree courses subject to vacancies in the first year class in case the vacancies at lateral entry are exhausted. However the admissions shall be based strictly on the eligibility criteria as mentioned in 7(b) (i), (ii), (iv) and (v) above.

- c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to I.M.Tech. as according to the directives of the Government of Madhya Pradesh provided they satisfy with the criterion of clause 7(a) above.

Admission Procedure

9. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (ii) The University may conduct its own entrance examination for admission to its engineering courses and prepare the merit list on the basis of exam result.

- (iii) The University may prepare merit list of candidates who have applied for admission on the basis of merit list prepared by State Level / National Level Authority for admissions to B.E.
- (iv) The University may prepare merit list based on clause 7(a).
- (v) List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly.
- (vi) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (vii) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

10. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Branch Distribution

11. Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counseling/personal interview.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit List

- 12. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 13. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Course Structure

14. The I.T.M. courses in semester system shall consist of:

- i. Such courses (papers) as prescribed by the University
- ii. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- iii. Such scheme of examination as prescribed, by the University from time to time.

15. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Maximum Duration of Completion of Course

16. A candidate has to complete the entire course of I.T.M. degree within a maximum period of Twelve years from the session of first admission.

Examination Centers

17. University examination centers will be notified by the university.

18. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

19. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.

20. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

21. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 19**ORDINANCE FOR SIX YEAR (TWELVE SEMESTER) INTEGRATED COURSES
(INTEGRATED ENGINEERING / TECHNOLOGY DEGREE)****Course & Faculty**

1. This ordinance shall be applicable to all six year (twelve semesters) Integrated courses except those for with the university has separate ordinances. These courses shall be run on semester system.
 - a. This Integrated degree of B.Tech. shall include the branches of Computer science, Information Technology, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and Advanced Communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning Engineering, Power System Engineering, Bio Informatics Engineering, Network Management & Information System Engineering, Information Architecture & Software Engineering, Bio-Technology, Astronomy and Space Engineering, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering, Power Electronics, Aeronautical Engineering, Embedded System, Nano Technology, Industrial Engineering & Management, Mechanical Engineering, Electrical & Electronics Engineering, Electronics & Communication Engineering, Civil Engineering and Highway Road Technology, Fire Technology etc.
 - b. These programmes are offered by the Faculty of Engineering and Technology after the approval by the Board of Studies and Academic Council.
 - c. More branches can be offered under this ordinance on the recommendations of the Board of Studies.
 - d. More degree programme can also be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over Six years (Twelve Semesters).
4. The Full Time Regular Integrated Course in Engineering shall be for a period of six academic years. The Course will run on semester pattern and the semester courses will be of 16 weeks duration each.
5. The First Year Integrated Course (Semester I & II) of study is common for almost all branches of Engineering / Technology.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. The candidates who pass X Standard or equivalent examinations with Mathematics and Science subjects are eligible for admission into six year degree course.
7. For Lateral Entry into the Second year (III Semester) of the six year degree course, the candidates shall be required to have passed the Higher Secondary Examination (Academic or Vocational) of 10 plus 2 pattern, with the following conditions :
 - (i) Academic Stream candidates should have compulsorily studied Maths, Physics & Chemistry at 10 + 2 level
 - (ii) Vocational Stream candidates should have studied either Maths or Physics or Chemistry as one of the subjects of study along with the related Vocational Subject (Theory & Practical) at 10 + 2 level.

Their intake is restricted to 50% (25% for Academic + 25% for Vocational) of the sanctioned intake of the I Year Diploma Courses.
8. There is no age limit for the admission.

Admission Procedure

9. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.

- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees are not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The Integrated course in semester system shall consist of:

- a. Such courses (papers) as prescribed by the University
- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

11. The course curriculum of each course shall be based on the industries demands and approved by the Board of Studies and Academic council of the University.

The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Time Limit to complete the Integrated Course

12. The following time limit to complete the Integrated course of 6 years duration and pass all the subjects pertaining to the course:

- a. Students Admitted to First Year : 12 Years
- b. Students Admitted to Second Year (Lateral Entry) : 11 Years

Medium Of Instructions And Examinations

13. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

- 14. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
- 15. Final merit list shall be declared by the University only after the main examination of the Twelfth and final semester for each degree, on the basis of the integrated performance of all the six years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Examination Centers

- 16. University examination centers will be notified by the university.

General

- 17. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 18. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
- 19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 20
ORDINANCE FOR SEVEN YEAR (FOURTEEN SEMESTER)
INTEGRATED COURSES (INTEGRATED ENGINEERING
DEGREE)

Course & Faculty

1. This ordinance shall be applicable to all seven year (fourteen semesters) Integrated courses except those for which the university has separate ordinances. These courses shall be run on semester system.
 - a. This Integrated degree of Engineering Diploma with B.Tech. and M.Tech shall include the branches of Civil, Mechanical, Electrical, Electronics, Electronics & Communication, Electronics & Instrumentation, Information Technology, Computer Science And Engineering, Automobile, Chemical, Textile, Production Engineering, Thermal Engineering, Microwave Engineering, Software Engineering, Very large Scale Integrated System Engineering (VLSI), Digital Electronics and Advanced Communication, Instrumentation Engineering, System Management Engineering, Energy Management Engineering, Future Studies & Planning Engineering, Power System Engineering, Bio Informatics Engineering, Network Management & Information System Engineering, Information Architecture & Software Engineering, Bio-Technology, Astronomy and Space Engineering, Environment Engineering, Industrial Pollution and Control Engineering, Master of Architecture, Printing and Media Engineering, Production Engineering, Irrigation Engineering, Transport Engineering, Structural Engineering, Power Electronics, Aeronautical Engineering, Embedded System, Nano Technology, Industrial Engineering & Management and Fire Technology & Safety Engineering
 - b. These programmes are offered by the Faculty of Engineering and Technology after the approval by the Board of Studies and Academic Council.
 - c. More branches can be offered under this ordinance on the recommendations of the Board of Studies.
 - d. More degree programme can also be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over Seven years (Fourteen Semesters).
4. The Full Time Regular Integrated Course in Engineering shall be for a period of Seven academic years. The Course will run on semester pattern and the semester courses will be of 16 weeks duration each.
5. The First Year Integrated Course (Semester I & II) of study is common for almost all branches of Engineering / Technology.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. The candidates who pass X Standard or equivalent examinations with Mathematics and Science subjects are eligible for admission .
7. For Lateral Entry into the Second year (III Semester) of the Integrated courses, the candidates shall be required to have passed the Higher Secondary Examination (Academic or Vocational) of 10 plus 2 pattern, with the following conditions :
 - (i) Academic Stream candidates should have compulsorily studied Maths, Physics & Chemistry at 10 + 2 level
 - (ii) Vocational Stream candidates should have studied either Maths or Physics or Chemistry as one of the subjects of study along with the related Vocational Subject (Theory & Practical) at 10 + 2 level.
 - (iii) Their intake is restricted to 50% (25% for Academic + 25% for Vocational) of the sanctioned intake of the I Year Diploma Courses.
8. There is no age limit for the admission.

Admission Procedure

9. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.

- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees are not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The Integrated course in semester system shall consist of:

- a. Such courses (papers) as prescribed by the University
- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

11. The course curriculum of each course shall be based on the industries demands and approved by the Board of Studies and Academic council

of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Time Limit to complete the Integrated Course

12. The following time limit to complete the Integrated course of 6 years duration and pass all the subjects pertaining to the course:

- | | | |
|---|---|----------|
| a. Students Admitted to First Year | : | 14 Years |
| b. Students Admitted to Second Year (Lateral Entry) | : | 13 Years |

Medium of Instructions and Examinations

13. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit Lists

14. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
15. Final merit list shall be declared by the University only after the main examination of the Fourteenth and final semester for each degree, on the basis of the integrated performance of all the seven years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Examination Centers

16. University examination centers will be notified by the university.

General

17. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
18. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 21**ORDINANCE FOR THREE YEARS (YEARLY)
UNDER GRADUATE DEGREE COURSES****Course & Faculty**

1. This ordinance shall be applicable to all three years under graduate degree courses except those for which the university have separate ordinances. These courses shall be run on Yearly system.
2. At present the degrees covers under this ordinance are Bachelor of Computer Applications (BCA), Bachelor of Arts -B.A. (Foundation Course and any three subject : Sociology/ History / Political Science/ Economics/ Hindi/ English Literature/ Geography/ Psychology /Philosophy/ Public Administration/ Sanskrit/ Urdu /Yoga / Criminology & Forensic Science / Faison Marketing & Promotion/ Faison Technology/ Music/ Education / Physical Education) , Bachelor of Science -B.Sc. (Foundation Course and in any three subject Physics / Maths / Chemistry/ Botany / Zoology / Statistics / Micro Biology/ Bio-Technology/ Criminology & Forensic Science/ Geology/ Fire Safety & Hazard Management / Faison Designing / Textile Designing / Interior Designing / Animation / IT / CS / Environmental Science), Bachelor of commerce (B.Com), and Bachelor of Business Administration (BBA), Bachelor in Social Work (BSW), Bachelor of Home Science (B.H.Sc.) .
3. In B.A and B.Sc. if student desired, can take one additional subject, applying for the same through HOD and approval of Dean of faculty.
4. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
5. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies.
6. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

The duration of these courses of study shall extend over Three Years.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

B.A. - Passed 10+2 exam with any subject

B.C.A. - Passed 10+2 exam with any subject

B.Com. - Passed 10+2 exam with Commerce / Mathematics / Economics

B.B.A. - Passed 10+2 exam with any subject

B.S.W. - Passed 10+2 exam with any subject

B.Sc. - Passed 10+2 exam with Science

B.Music- Passed 10+2 exam with any subject

Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.

Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

8. Admission under these courses will be made as follows :

- a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the

due date of admission, failing which the provisional admission shall be cancelled.

- d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees are not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

- 9. The under graduate course in yearly system shall consist of:
 - a. Such courses (papers) as prescribed by the University.
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
- 10. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
- 11. There will be three sessions each of one year each named as I, II and III.

Medium of Instructions and Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

13. Merit list of first 10 candidates in the order of merit shall be declared at the end of each year in each branch from amongst the candidates who have passed in one attempt.
14. Branch wise final merit list shall be declared by the University only after the main examination of the third and final year for each degree, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least First Division and passing all session in single attempts.

Maximum Duration of Completion of Course

15. A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

Examination Centers

16. University examination centers will be notified by the university.

General

17. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
18. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 22**Master of Computer Application (MCA)****Course & Faculty**

1. This ordinance shall be applicable to the Master of Computer Applications (MCA) course. The courses shall be run on semester system. The program will be offered by faculty of Computer Science after the approval by Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over Three years (six semesters).

Eligibility

4. For admission to MCA programme a candidate should have a Bachelor's degree of minimum 3 years duration of a recognized University and Mathematics as one of the subjects at 10+2 level or at graduation or have a Bachelor's degree in Computer Application or have a Bachelor's degree in Science(CS/IT) from a recognized University.
5. However, a candidate who does not have Mathematics background as per above, could also be considered for admission to the programme on the recommendations of the Personal Interview panel, if it is adjudged that the candidate would be able to cover his deficiency through a Mathematics audit course in the first semester.
6. Lateral Entry to MCA IInd year will be given to the students having qualification PGDCA (after graduation) or DOEACC "A" level examination or any other examination considered equivalent by the university.
7. Lateral Entry to MCA IIIrd year will be given to the students having qualification M.Sc.(CS/IT) or any other examination considered equivalent by the university.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Admission Procedure

8. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.

- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course structure

9. The course curriculum of the course shall be approved by the Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
10. The MCA course is six semester duration consisting of Five Semester classroom study/practical and One semester project work. The sixth semester is for project work. During this semester the candidate shall devote himself /herself for the research work, in connection with any of the aspects of computer application relevant to the course selected, and assigned to him by the Head of the Department concerned in the respective college. Prior to submission of dissertation, candidate shall present a pre submission seminar on his/her work. At the end of the semester the candidate shall submit three typed or printed copies of the dissertation written by

him/her, to the university through the Director/Principal of the college. The dissertation should be accompanied by the certificate from the Head of the Department and the project supervisor to the effect that it embodies actual work by the candidate and that the work has not been submitted earlier in part or full for the award of any other degree.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

11. The medium of instructions and examinations shall be either Hindi or English.

Merit Lists

12. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
13. Final merit list shall be declared by the University only after the main examination of the Sixth and final semester for the degree, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

14. A candidate has to complete the entire course of post graduate degree within a maximum period of six years from the session of first admission.

Examination Centers

15. University examination centers will be notified by the university.

General

16. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable
17. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
18. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
19. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 23**ORDINANCE FOR FIVE YEAR (TEN SEMESTER)****INTEGRATED POST GRADUATE DEGREE COURSES*****Course & Faculty***

1. This ordinance shall be applicable to all five years integrated post graduate degree courses except those for which the university has separate ordinances. These courses shall be run on semester system.
 - a. At present the degrees covered under this ordinance are Integrated Bachelor of Computer Applications (BCA) & Master of Computer Applications (MCA) and Bachelor of Business Administration (BBA) & Master of Business Administration (MBA)
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - c. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over Five-year (ten semesters).

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

4. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

- Passed 10+2 exam with any subject

Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

5. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications and process as per its convenience at the time of admission before the start of every cycle.

- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees is not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

6. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

7. The Integrated under graduate & post graduate course in semester system shall consist of:
- a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
8. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
9. Number of core subjects in a semester will not be less than 3 (three) and will not more than 5, including of foundation course (if any).
10. Each subjects having one or two theory papers as decided by the Board of Studies.

Medium Of Instructions And Examinations

11. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Allocation of Division

12. Division shall be awarded only after the tenth and final semester examination, based on integrated performance of the candidate for all the five years. The Division shall be awarded on the basis of Marks obtained in Internal Assessment and University examination (Theory and Practical Both) taken together.

60% or above	-	First Division
48% or above but less than 60%	-	Second Division
Above 36% but less than 48%	-	Third Division

13. Deficiency up to 5 marks be condoned to the best advantage of the candidate for passing the examination, provided the candidate fails in maximum of two theory, or one theory and one practical or two practicals.
14. Two grace marks will be given to the candidate who is failing/missing distinction/missing first division by two marks in each semester, on behalf of the Vice-Chancellor in the Five Year Integrated examination.

Merit List

15. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester from amongst the candidates who have passed in one attempt.
16. Final merit list shall be declared by the University only after the main examination of the tenth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

17. A candidate has to complete the entire course within a maximum period of Nine years from the session of first admission.

Examination Centers

18. University examination centers will be notified by the university.
19. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

20. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
21. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
22. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 24**ORDINANCE FOR TWO YEARS (YEARLY)
POST GRADUATE DEGREE COURSES****Course & Faculty**

1. This ordinance shall be applicable to all two years post graduate degree courses except those for which the university has separate ordinances. These courses shall be run on yearly system.
2. At present the degrees covers under this ordinance are Master of Science (M.Sc.) ,Master of Arts (M.A.) Master of Business Administration (M.B.A.), Master of Commerce (M.Com.) and Master in Social Work (MSW)
3. These Degrees may be followed by the specific area of specialization of the study to be reflected in the parentheses, as specified by the UGC like MA (English /Hindi /Sanskrit/Urdu /Political Science /History /Philosophy /Sociology / Geography /Maths /Economics /Public Admin. /Psychology /Rural Development /Drawing /Criminology / Education/ Physical Education /Yoga), M.Sc. (Physics / Maths / Chemistry/ Botany / Zoology / Statistics / Micro Biology/ Bio-Technology/ Criminology & Forensic Science/ Geology/ Fire Safety & Hazard Management / Faison Designing / Textile Designing / Interior Designing / Animation / IT / CS / Environmental Science/ Home Science), M.Com. (Administration / International /Business), M.B.A. (HR / Finance / Insurance and Risk Mgt. / Supply Chain Mgt. / I.T./ Disaster Mgt./Retail Mgt./Port Folio and Investment /E-Commerce/ Banking Mgt./ Rural Mgt./International Business / Telecom. Mgt. /Fashion Merchandising / Operation Mgt./Environmental Mgt. / Project Mgt. / Hospital Mgt. / Urban Planning Mgt. / NGO Mgt. / Entrepreneurship Mgt. / Development Mgt./ Tourism, Travel & Hospitality Mgt. / Media Mgt. / Pollution Control Mgt. / Child Psychology Mgt. / Information Technology & System Mgt. / Operation &Research Mgt. / Material Mgt. /Construction Mgt. / Textile Designing Mgt. / Interior Designing Mgt.) and Master of Music etc.
4. These courses are offered by the concerned Faculty after the approval of concerned Board of Studies and Academic Council.
5. More degree programmes can be offered under this ordinance on the recommendations of the Board of Studies.

6. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

7. The duration of these courses of study shall extend over two years.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

8. Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.
- M.B.A. - Bachelor degree (Hons. /Pass) from any recognized university in any discipline (such as commerce, arts, science, engineering, management etc.)
 - M.Com. - Bachelor of Commerce (Hons. /Pass) or BBA or Bachelor of Arts with Economics (with at least 45% marks in Economics) or B.A. with Commerce, Marketing or Insurance as a subject.
 - M.Sc. (Physics) - Bachelor degree (Hons. /Pass) with Physics as one of the subject from any recognized University.
 - M.Sc. (Maths) - Bachelor degree (Hons. /Pass) with Mathematics/Statistics as one of the subject from any recognized University.
 - M.Sc. (Chemistry) - Bachelor degree (Hons. /Pass) with Chemistry as one of the subject from any recognized University.
 - M.A. (any Subject) - Bachelor degree (Hons. /Pass) from any recognized university in any discipline.
 - MSW - Bachelor degree (Hons. /Pass) from any recognized university in any discipline.
 - M.Sc. (Zoology) - Bachelor degree (Hons. /Pass) with Botany /Zoology as one of the subject from any recognized University.

- M.Sc. (Microbiology/BioTechnology) - Bachelor degree (Hons. /Pass) with Microbiology /Zoology/Botany as one of the subject from any recognized University.
 - M.Sc. (Agriculture) - Bachelor degree (Hons. /Pass) with Agriculture from any recognized University.
 - M.Sc. (Forensic Science) - Bachelor degree (Hons. /Pass) from any recognized University.
 - M.Sc. (Geology) - Bachelor degree (Hons. /Pass) with Geology as one of the subject from any recognized University.
 - M.Sc. (Environmental Science) - Bachelor degree (Hons. /Pass) with Science from any recognized University.
 - LLM - Bachelor degree (Hons. /Pass) of LLB from any recognized University.
 - M.Sc. (I.T.) - Bachelor degree in Science (Hons. /Pass) from any recognized University.
 - M.Sc. (Computer Sc.) - Bachelor degree (Hons. /Pass) from any recognized University.
 - M.Sc. (Computer Sc.) Lateral Entry II Year - Bachelor degree (Hons. /Pass) and PGDCA from any recognized University.
 - M.Music - Bachelor degree (Hons. /Pass) in Music from any recognized University
9. Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.
10. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

11. Admission under these courses will be made as follows:
- a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
 - b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/

University's website/or the students will be informed directly of their admission after the last date of application.

- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.
- d. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- e. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- f. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

12. The post graduate course in yearly system shall consist of:

- a. Such courses (papers) as prescribed by the University
- b. Such job internship, lab work, practical, in-plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

13. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

14. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

15. Merit list of first 10 candidates in the order of merit shall be declared at the end of each year in each branch from amongst the candidates who have passed in one attempt.
16. Branch wise final merit list shall be declared by the University only after the main examination of the second and final year for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all papers in single attempts.

Maximum Duration of Completion of Course

17. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

18. University examination centers will be notified by the university.

General

19. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
20. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
21. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
22. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 25
ORDINANCE FOR TWO YEARS (SEMESTER)
POST GRADUATE DIPLOMA COURSES

Course & Faculty

1. This ordinance shall be applicable to all two years post graduate diploma courses except those for which the university has separate ordinances. These courses shall be run on semester system.
2. At present the degrees covers under this ordinance are Post Graduation Diploma in Business Management (P.G.D.B.M.), Post Graduation Diploma in Business Administration (P.G.D.B.A.),.
3. These courses are offered by the Faculty of Managment after the approval of concerned Board of Studies and Academic Council.
4. More degree programmes can be offered under this ordinance on the recommendations of the Board of Studies.
5. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

6. The duration of these courses of study shall extend over two years of four semesters.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Candidates seeking admission to these courses must have passed the Bachelor degree (Hons. /Pass) from any recognized University or an equivalent body.
8. Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.
9. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

10. Admission under these courses will be made as follows:

- a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.
- d. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- e. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- f. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

11. The post graduate course in semester system shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in-plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
12. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

13. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

14. Merit list of first 10 candidates in the order of merit shall be declared at the end of each year in each branch from amongst the candidates who have passed in one attempt.
15. Branch wise final merit list shall be declared by the University only after the main examination of the second and final year for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all papers in single attempts.

Maximum Duration of Completion of Course

16. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

17. University examination centers will be notified by the university.

General

18. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
19. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
20. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
21. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 26
ORDINANCE FOR ONE YEAR
DIPLOMA COURSES

Course & Faculty

1. This ordinance shall be applicable to all one year (two semester) diploma courses except those for which the university has separate ordinances. These courses shall be run on yearly system.
 - a. At present the degrees covered under this ordinance are Diploma in Computer Applications (DCA), Diploma in Teachers Training (DCTT), Diploma in Computer Education (DCEd), Diploma in Fire Safety & Hazard Management (DFSHM), Diploma in (Journalism/ Fashion Designing / Textile Designing / Interior Designing/ Fashion Merchandising Designing/ Library Science/ Animation/ Fire Safety)
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - c. More diploma programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall be one year.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

4. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

DCA - Passed 10+2 examination with any subjects.

DCTT - Passed 10+2 examination with any subjects

DCEd - Passed 10+2 examination with any subjects

DFSHM - Passed 10+2 examination with any subjects

Diploma in Journalism (DJ) - Passed 10+2 examination with any subjects.

Diploma In Fashion Designing DFD - Passed 10+2 examination with any subjects

Diploma In Textile Designing DTD - Passed 10+2 examination with any subjects

Diploma In Interior Designing DID - Passed 10+2 examination with any subjects

Diploma In Fashion Merchandising Designing DFMD - Passed 10+2 examination with any subjects.

Diploma In Library Science D.LIB.Sc. - Passed 10+2 examination with any subjects

Diploma In Animation DA - Passed 10+2 examination with any subjects

Diploma In Fire Safety DFS - Passed 10+2 examination with any subjects

5. Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission.
6. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

7. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
- (ii) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (iii) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous

year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

(iv) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

8. The application form may be rejected due to any of the following reasons:

- The candidate does not fulfill the eligibility conditions
- The prescribed fees is not enclosed.
- The application form is not signed by the candidate and his/her parent guardian, wherever required.
- Supporting documents for admission are not enclosed.

9. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

10. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

11. The diploma course in yearly system shall consist of:

- a. Such courses (papers) as prescribed by the University.
- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

12. The course curriculum of each course shall be based on the industries demands and approved by the Board of Studies and Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

13. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

14. Merit list of first 10 candidates in the order of merit shall be declared at the end year end exams in each branch from amongst the candidates who have passed in one attempt.

Maximum Duration of Completion of Course

15. A candidate has to complete the entire course of diploma within a maximum period of two years from the session of first admission.

Examination Centers

16. University examination centers will be notified by the university.

General

17. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
18. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 27
ORDINANCE FOR ONE YEAR
POST GRADUATE DIPLOMA COURSES

Course & Faculty

1. This ordinance shall be applicable to all one year Post Graduate Diploma courses except those for which the university has separate ordinances. These courses shall be run on yearly system.
 - a. At present the degrees covers under this ordinance are Post Graduate Diploma in Computer Applications (PGDCA), Post Graduate Diploma in Hardware Engineering (PGDHE), Post Graduate Diploma in Rural Development (PGDRD) Post Graduate Diploma in Retail Management (PGDRM), Post Graduate Diploma in Fashion Design (PGDFD), Post Graduate Diploma in Information Technology (PGDIT), Post Graduate Diploma in Environment and Pollution Management (PGDEPM), Post Graduate Diploma in Marketing Management (PGDMM), Post Graduate Diploma in Financial Management (PGDFM), Post Graduate Diploma in Animation (PGDA), Post Graduate Diploma in Textile (PGDT) Post Graduate Diploma in Interior Designing (PGDID)
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - c. More diploma programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall be one year.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

4. Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.

PGDCA - Passed the graduation course from any recognized University or its equivalent.

PGDHE - Passed the graduation course from any recognized University or its equivalent.

PGDRD - Passed the graduation course from any recognized University or its equivalent.

PGDRM - Passed the graduation course from any recognized University or its equivalent.

PGDFD - Passed the graduation course from any recognized University or its equivalent.

PGDIT - Passed the graduation course from any recognized University or its equivalent.

PGDEPM - Passed the graduation course from any recognized University or its equivalent.

PGDMM - Passed the graduation course from any recognized University or its equivalent.

PGDFM - Passed the graduation course from any recognized University or its equivalent.

5. Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.
6. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

7. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications in news papers, on the University's website, notice board of the university and in other publicity media before the start of every cycle.
 - (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/

University's website/or the students will be informed directly of their admission after the last date of application.

- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

- 8. The post graduate diploma course in yearly system shall consist of:
 - a. Such courses (papers) as prescribed by the University.
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.

9. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

10. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit Lists

11. Merit list of first 10 candidates in the order of merit shall be declared at the end year end exams in each branch from amongst the candidates who have passed in one attempt.

Maximum Duration of Completion of Course

12. A candidate has to complete the entire course of diploma within a maximum period of two years from the session of first admission.

Examination Centers

13. University examination centers will be notified by the university.

General

14. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
15. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
16. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
17. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 28
ORDINANCE FOR ONE YEAR (SEMESTER)
POST GRADUATE DEGREE COURSES
MASTER OF BUSINESS MANAGEMENT (EXECUTIVE)

Course & Faculty

1. This ordinance shall be applicable to all one year post graduate degree courses except those for which the university has separate ordinances. These courses shall be run on semester system.
2. At present the degrees covers under this ordinance are Post Graduation Degree in Business Management (M.B.A.) Executive.
3. These courses are offered by the Faculty of Management after the approval of concerned Board of Studies and Academic Council.
4. More degree programmes can be offered under this ordinance on the recommendations of the Board of Studies.
5. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

6. The duration of these courses of study shall extend over one year of two semesters.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Candidates seeking admission to these courses must have passed the Bachelor degree (Hons. /Pass) from any recognized University or an equivalent body with three years of work experience.
8. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

9. Admission under these courses will be made as follows:

- a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- c. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- d. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- e. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The post graduate course in semester system shall consist of:

- a. Such courses (papers) as prescribed by the University
- b. Such job internship, lab work, practical, in-plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

11. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

13. Merit list of first 10 candidates in the order of merit shall be declared at the end of each year in each branch from amongst the candidates who have passed in one attempt.
14. Branch wise final merit list shall be declared by the University only after the main examination of the second and final year for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all papers in single attempts.

Maximum Duration of Completion of Course

15. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

16. University examination centers will be notified by the university.

General

17. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
18. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
19. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
20. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 29**DIPLOMA IN PHARMACY (D.PHARMA)****1. ELIGIBILITY FOR ADMISSION:**

No Candidate shall be admitted to Diploma in Pharmacy unless he/she had passed examination of 10+2 in Science or the First Year of the three year degree course in Science (Physics, Chemistry, Biology and / or Mathematics including English as one of the compulsory subjects)

a) Pre-degree examination; any other qualification approved by the Pharmacy Council of India as equivalent to any of the above exam.

2. DURATION OF THE COURSE:

The duration of the course shall be for two academic years, with each academic year spread over a period of not less than one hundred and eighty working days in addition to 500 hours practical training spread over a period of not less than 3 months.

3. Admission of candidates:

The Diploma in Pharmacy Part -1 shall be made in order of merit or by 'Pre-Pharmacy Test' conducted in accordance with the scheme of Examinations and syllabus laid-down by the University.

4. Fees as per Ordinance No. 02**5. Course of Study:**

The course study shall be as per decision of Board of Management on the recommendation of Board of studies as per norms of Pharmacy Council of India

6. PRACTICAL TRAINING:

After having appeared in Part-H examination of Diploma in Pharmacy conducted by Board/University or other approved examination Body or any other course accepted as being equivalent by the Pharmacy Council of India, a candidate shall be eligible to undergo practical training in one or more of the following institutions namely: Hospitals/Dispensaries run by Central/State Government/Municipal corporations/ central Government Health scheme and Employees state Insurance scheme. A pharmacy, chemist and Druggist licensed under the Drugs and cosmetics Rules of State/ Govt, of India

7. Mode of examinations:

- a) Each theory and practical examination in the subject mentioned shall be of three hours duration. A candidate who fails in theory or practical examination shall reappear in such theory or practical paper(s) as the case may be. Practical examination shall also consist of viva voce (oral) examination.

- b) Award of sessional marks and maintenance of records:

A regular record of both theory and practical class work and examinations conducted in an institution imparting training for Diploma in Pharmacy Part-I and Diploma in pharmacy Part-II courses, shall be maintained for each student in the institution and 20 marks for each theory and 20 marks for each practical subject shall be allotted as sessional.

There shall be at least three periodic sessional examinations during each academic year.

The highest aggregate of any two performances shall form the basis of calculating sessional marks.

The sessional marks in practical shall be allotted on the following basis:

Actual performance in the sessional examination. 10

Day to day assessment in the practical class work. 10

- c) Minimum marks for passing the examination: A student shall not be declared to have passed Diploma in Pharmacy examination unless he/she secures atleast 40% marks in each of the subject separately in theory examination, including sessional marks and atleast 40% marks in each of the practical examination including sessional marks. The candidates securing 60% marks or above in aggregate in all subjects in a single attempt at the Diploma in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations shall be declared to have passed in first class the Diploma in Pharmacy (part-I) or Diploma in Pharmacy (part-II) examinations, as the case may be. Candidates securing 75% marks or above in any subject or subjects provided he/she passes in all the subjects in single attempt, will be given distinction in that subjects(s).
- d) Eligibility for Promotion to Diploma in Pharmacy (Part - II): All candidates who have appeared for all the subjects and passed the Diploma in pharmacy part-I class. However failure in more than two subjects (each Theory paper or practical examination shall be considered as a subject) shall debar him/her from promotion to the Diploma in Pharmacy Part-II class. Such candidates shall be

examined in the failing subjects only at subsequent. A candidate who fails to pass D Pharm Part -1 exam, in four attempts shall not allowed to continue the course.

- e) Improvement of sessional marks: Candidates who wish to improve sessional marks can do so by appearing in two additional sessional examinations during the next academic year. The average score of the two examinations shall be the basis for improved sessional marks in theory. The sessional of practicals shall be improved by appearing in additional practical examinations. Marks awarded to a candidate for day to day assessment in the practical class, cannot be improved unless he/she attends regular course of study again.
- f) Certificate of passing examination. for Diploma in Pharmacy (part-II): Certificate of having passes the examination for the Diploma in pharmacy Part-II shall be granted by the Examining Authority to a successful student.
- g) Certificate of Diploma in Pharmacy: A certificate of Diploma in pharmacy shall be granted by the Examining Authority to successful candidate on producing certificate of having passed the Diploma in Pharmacy part-I and Part-II and satisfactory completion of practical training for Diploma in pharmacy (part-III).
- h) The chairman and at least one expert member of examining committee of the Examining Authority Concerned with appointment of examiners and conduct of pharmacy examination should be persons possessing pharmacy Qualifications.

8. Regarding Examination attendance, merit list etc.

As per Ordinance No. 5 of the University for this purpose

- 9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or In the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Dean/Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 30
Bachelor of Pharmacy
(B.Pharma)

Course & Faculty

1. This ordinance shall be applicable to the Graduate Degree leading to the Bachelors Degree of Pharmacy (B.Pharma) in the concerned Subject and Faculty.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

4. Bachelors Degree of Pharmacy shall be a full time Degree Programme. The duration of the course shall be of Eight semesters (Four years).
5. The candidate registered for B. Pharma programme shall not be permitted to join any other programme/course of this or any other university.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. Every applicant for admission to the First Semester of B. Pharma.
 - a. Shall have passed 10+2 examination or any other equivalent examination with Physics, Chemistry, Mathematics or Biology conducted by the MP Board of Secondary Education or any other board or university examination recognized as equivalent by the State Government of Madhya Pradesh.
 - b. Minimum qualification for direct admission to second year of B. Pharma. shall be first division in Diploma in Pharmacy from any institution

Admission Procedure

7. Admission under these courses will be made as follows:
 - a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
 - b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the

academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

- d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

8. The Graduate Degree of Bachelor of Pharmacy (B.Pharm.) shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination. as prescribed, by the University from time to time.
9. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

10. The medium of instructions and examinations shall be either Hindi or English.

Merit Lists

11. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.

12. Final merit list shall be declared by the University only after the main examination of the Eighth and final semester for each degree, on the basis of the integrated performance of all the semesters. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

13. A candidate has to complete the entire course of graduate degree within a maximum period of Eight years from the session of first admission.

Examination Centers

14. University examination centers will be notified by the university.
15. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

16. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
17. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
18. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

**ORDINANCE NO. 31
MASTER OF PHARMACY
(M. PHARMA)**

Course & Faculty

1. This ordinance shall be applicable to the Post Graduate Degree of Master of Pharmacy (M. Pharmacy) in the concerned Subject and Faculty.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

4. Master of Pharmacy shall be a full time Degree Programme. The duration of the course shall be of four semesters (Two years).
5. The candidate registered for M. Pharma programme shall not be permitted to join any other programme /course of this or any other university.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. Every applicant for admission to the First Semester of M. Pharma.
 - (a) 60% of B.Pharm marks with GPAT Score for GPAT qualified students.
 - (b) 60% of B.Pharm marks for Non- GPAT students.
 - (c) 55% of B.Pharm marks with minimum 2 years experience from the date of passing B.Pharm for Sponsored Candidates.
 - (d) 55% of B.Pharm marks for NRI/NRI Sponsored candidates.
 - (e) Any other qualification as laid down by AICTE/PCI.
 - (f) Candidates belonging to SC/ST/OBC categories will get a relaxation of 10% in the qualifying marks as mentioned above.

Admission Procedure

7. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

- 8. The Post Graduate Degree of Master of Pharmacy leading to the Degree of Masters of Pharmacy (M.Pharma.) shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
- 9. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change

number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

10. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Maximum Duration of Completion of Course

11. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

12. University examination centers will be notified by the university.
13. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

14. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
15. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
16. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 32**ORDINANCE FOR FIVE YEAR (TEN SEMESTER) INTEGRATED COURSES****(INTEGRATED MASTER PHARMACY DEGREE)****Course & Faculty**

1. This ordinance shall be applicable to the Integrated Graduate and Post Graduate Degree of Master of Pharmacy leading to the Integrated Degree of Masters of Pharmacy (I.M.Pharma.) in the concerned Subject and Faculty.
 - a. These programmes are offered by the Faculty of Pharmacy after the approval by the Board of Studies and Academic Council.
 - b. More branches can be offered under this ordinance on the recommendations of the Board of Studies.
 - c. More degree programme can also be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.
3. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
4. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

5. The duration of these courses of study shall extend over Five-year (ten semesters).

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. Every applicant for admission to the First Semester of B. Pharma.
 - a. Shall have passed 10+2 examination or any other equivalent examination with Physics, Chemistry, Mathematics or Biology conducted by the MP Board of Secondary Education or any other board or university examination recognized as equivalent by the State Government of Madhya Pradesh.
 - b. Minimum qualification for direct admission to second year of B. Pharma. shall be first division in Diploma in Pharmacy from any institution

c. Admission to NRI Candidate

Non-Resident Indian (N R I) candidates shall also be eligible for admission to I.M.Tech. as according to the directives of the Government of Madhya Pradesh provided they satisfy with the criterion of clause 6(a) above.

Admission Procedure

7. Admission under these courses will be made as follows:

- (i) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (ii) The University may conduct its own entrance examination for admission to its engineering courses and prepare the merit list on the basis of exam result.
- (iii) The University may prepare merit list of candidates who have applied for admission on the basis of merit list prepared by State Level / National Level Authority for admissions to B.Pharma.
- (iv) The University may prepare merit list based on clause 6(a).
- (v) List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly.
- (vi) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (vii) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

8. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Branch Distribution

9. Admission to the particular branch of study shall be as decided by the Admission Board on the basis of counseling/personal interview.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit List

10. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
11. Final merit list shall be declared by the University only after the main examination of the eighth and final semester for each degree, on the basis of the integrated performance of all the semester. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Course Structure

12. The I.M.Pharma. courses in semester system shall consist of:
 - i. Such courses (papers) as prescribed by the University
 - ii. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - iii. Such scheme of examination as prescribed, by the University from time to time.
13. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Maximum Duration of Completion of Course

14. A candidate has to complete the entire course of I.M.Pharma degree within a maximum period of Ten years from the session of first admission.

Examination Centers

15. University examination centers will be notified by the university.
16. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

17. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
18. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
19. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 33**BACHELOR OF LAWS (LL.B.)**

The Ordinance shall be applicable to candidates for Bachelor of Law (LL.B) degree

1. ADMISSION:-

- 1.1 The qualifying examination for candidates in Law shall have obtained 50% marks at Bachelor level. The admission will be on merit basis and other qualification as decided by Board of Management of University for SC & ST the minimum percentage for admission will be 45 % To determine the merit for admission of such candidates who have secured equal marks in the qualifying examination, the percentage of marks secured by the candidate at the intermediate or equivalent examination will be the determining factor of merit for- admission. If the marks obtained at the intermediate or equivalent examination by two or more candidates are the same, in that case the candidates senior in age will get preference in the merit list. The weight age for girls shall be 5% of marks obtained in qualifying examination.

Provided that the admission criteria shall be as per the norms of BCI.

- 1.2 A candidate who after having passed the final examination for the Bachelor's degree in Arts, Science, Commerce, Agriculture, Engineering, Medicine or Veterinary & Animal Husbandry of the University or degree of any other University recognized by the University as equivalent thereof shall be admitted to the programme.

2. EXAMINATION:-

- 2.1 There shall be the following three examinations for the Degree of Bachelor of laws, viz;-

- 1) LL.B (Part -1) Examination 1st & 2nd Semester
- 2) LL.B (Part - It) Examination 3rd & 4th semester
- 3) LL.B (Part - Hi) Examination 5^m & 6th semester

- 2.2 Examination; Prosecution of a course of study for one academic year means at least 75 % attendance of the lectures and tutorials held in an academic session.

The deficiency in attendance, if any, in the case of a student, may be condoned in accordance with the provisions of ordinance of the University in this behalf,

- (i) The strength as a section in a law class shall not exceed 80 student in any class.

3. Rules for. promotion to the next semester and higher class of 3YDC:

- (i) From, odd semester to even semester:
- (ii) A candidate who has appeared in the odd-semester of any particular year shall be promoted to an even Semester of that year (i.e. from I to II, from III to IV and from V to VI Semester) irrespective of failing in any number of theory and practical examination of that semester.
- (iii) From, even semester to odd semester: A candidate shall be entitled to carry a backlog of papers for his promotion from even semester to odd semester of next academic sessions, as under:-
 - (a) A backlog of two papers (Theory and/or Practical) for his promotion from Second Semester of LL.B. First Year to Third Semester of LL.B. Second Year.
 - (b) A backlog of four papers (Theory and/or Practical) (inclusive) backlog of two papers of LL.B. First Year) for his promotion from Fourth Semester of LL.B. Second Year to Fifth Semester of LL.B. Final/Third year.
- (iv) The minimum passing marks in each, paper shall be 40 marks and passing marks in aggregate shall be 50 percent of that Semester Examination.
- (v) A candidate shall be allowed to carry a particular semester if he has acquired minimum passing marks in all the papers of that semester and has failed in aggregate by reason thereof, such a candidate shall be allowed to reappear in semester examination in any number of papers of his choice in which he has acquired minimum passing marks in that semester in order to pass in aggregate in such semester examination but shall not be allowed to reappear in any paper in which he has already acquired passing marks, that is 50% or more marks.
- (vi) A candidate shall not be permitted to appear/reappear in any examination or any paper in which he has been declared pass by the university for any purpose whatever.

4. Ex-studentship:

Subject to the general rule of promotion, from odd Semester to even Semester, a candidate shall become ex-student of LL.B. First Year, LL.B. Second Year and LL.B. Third/Final Year as under:

- (a) Ex student in LL. B. First Year- If he carries backlog of three or more papers in First and/or Second Semester of LL. B. First Year.
- (b) Ex-student in LL. B. Second Year - if he carries backlog of three or more papers in Third and/or Fourth Semester of LL.B. Second Year.
- (c) Ex-student in LL. B. Third/Final Year - If he carries a backlog of any paper. in Fifth and Sixth Semester of LL. B. Third/Final Year.

5. A candidate failing in aggregate in any semester and carrying any semester by reason thereof in LL.B First Year, LL.B. Second Year and/or LL.B. Year or after the declaration of his result of Sixth Semester of LL.B. Third/Final Year shall also be deemed to be, an Ex-student. He shall be entitled to pass the, backlog of semester for passing in aggregate.
6. Revaluation of answer books shall be allowed as per provision of ordinance No. 6 of University.
7. The subjects and papers for each year of LL.B. shall be prescribed by the Faculty of Law on the recommendations of the Board of Studies. Unless otherwise provided each paper will carry 100 marks and will be of 3 hours duration.4
8. If not provided otherwise the candidates will have to pass separately in written papers and practical.
9. The minimum passing marks in each years examination shall be 50 percent in the aggregate of all the papers and 40 percent marks in each individual paper. Division to successful candidates for the LL. B. degree will be assigned at the end of Final Year Examination on the basis of the aggregate. The total marks obtained by him at the LL. B. I Year; II Year and Final Year Examinations i.e. all Six Semesters as under:
First Division 60 percent or above of the aggregate marks
Second Division 50 percent or above of the aggregate marks
Note (i) No third division shall be awarded
(ii) Candidates who obtain 75 percent or more marks in aggregate shall be declared to have passed the LL B degree course in First Division with distinction.
(iii) V.C. Grace mark as per rule can be awarded.
10. For each paper there shall be lecture classes for at least 24 hours per week.
11. Candidates appearing for the LL.B. Examination shall have the option of answering questions through the medium of Hindi. (Devnagri Script) or English..
12. In order to be successful in any of the L.L.B part I the L.L.B part II and the L.L.B part III examination an examination must obtain at least 36 % marks in each theory paper as also separately than tutorial work, practical Training etc. besides obtaining at least 48 % marks in the aggregate of all theory papers and tutorial work & practical Training etc.
13. Supplementary Examination and provision of grace mark shall be as per decision of Board of Management on the recommendation of Board of Studies.
14. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 34
MASTER OF LAWS (LL.M.)

Course & Faculty

1. This ordinance shall be applicable to the Master Degree leading to the Master of Law (LL.M) degree.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

4. Master of Law (LL.M) degree. shall be a full time Degree Programme. The duration of the course shall be of Two years.
5. The candidate registered for Master of Law (LL.M) programme shall not be permitted to join any other programme/course of this or any other university.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

6. The qualifying examination for candidates in Law shall have obtained 50% marks at Bachelor of Law (LL.B.). The admission will be on merit basis and other qualification as decided by Board of Management of University for SC & ST the minimum percentage for admission will be 45 % To determine the merit for admission of such candidates who have secured equal marks in the qualifying examination, the percentage of marks secured by the candidate at the intermediate or equivalent examination will be the determining factor of merit for- admission.
7. If the marks obtained at the intermediate or equivalent examination by two or more candidates are the same, in that case the candidates senior in age will get preference in the merit list.
8. Provided that the admission criteria shall be as per the norms of BCI.

Admission Procedure

9. Admission under these courses will be made as follows:

- a. The University will issue admission notifications and process as per its convince at the time of admission before the start of every cycle.
- b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The Master Degree of Master of Law (LL.M) shall consist of:

- a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
11. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Maximum Duration of Completion of Course

13. A candidate has to complete the entire course of graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

14. University examination centers will be notified by the university.
15. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

16. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
17. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
18. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO.35**FIVE YEAR LAW COURSE BA. L.L.B.(HONS) / B.COM. L.L.B.(HONS)****(SEMESTER SYSTEM)**

This Ordinance shall be applicable to candidates admitted for Five year Law Course
BA.L.L.B.(Hons)

General Rules:-

This Ordinance shall be applicable to candidates admitted for five year Law course BA.L.L.B
(Hons) degree/B.Com.LLB. (Hons)

1. The Degree of Bachelor of law B.A.LLB. (Hons)/B.Com.LLB. (Hons) shall comprise a course of study spread over a period of five academic years
2. (a) Candidate seeking admission to the B.A.LLB. (Hons) degree must have passed an examination in 10+2 course of examination in any discipline of MP. Board of Secondary Education or any equivalent Examination from recognised Board with 50% marks. However for SC&ST candidates/ disabled, the aggregate marks will be 45%. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate, Candidate seeking admission to B.Com.LLB. (Hons) degree must have passed an examination in 10+2 course of examination with commerce discipline of MP. Board of Secondary Education or any equivalent Examination from recognised Board with 50% marks. However for SC&ST candidates/ disabled, the aggregate marks will be 45%. NRI can be admitted directly on the basis of overall academic records & preference will be given to SAARC and developing countries with securing minimum 50% marks in aggregate.
- (b) Duration of Course shall be of five Years spread to 10 Semester
3. Rules for promotion to the next semester and higher class of Five year degree course :-
 - I. From odd semester to even semester:
A candidate shall who has appeared in the odd semester examination in any particular year shall be promoted to an even semester of the year, irrespective of failing in any number of theory paper and practical examination of that semester.
 - II. From even semester to odd semester:
A candidate who has appeared in the even semester examination in any particular year shall not be promoted to next semester and higher class, if he carries a backlog of more than two papers.
4. The minimum passing marks of each paper (Theory and Practical) shall be 40 marks and passing mark in aggregate (Theory and Practical) shall be 50%

5. The subjects and papers for each year of B.A.LLB. (Hons)/B.Com.LLB. (Hons) shall be prescribed by the faculty of Law on the recommendation of the Board of study. Unless otherwise provided each paper will carry the written exam of 80 marks and internal assessment of 20 marks. The candidate will have to pass separately in written papers and internal assessment.
6. The minimum pass marks in each year examination shall be 50% in aggregate of all the papers and 40% marks in each individual paper. Division to successful candidate for the B.A.LLB. (Hons)/B.Com.LLB. (Hons) degree will be assigned from total marks obtained at the B.A.LLB. /B.Com.LLB. First year, Second year, Third year, Fourth year and Final year examinations i.e. all ten semesters as under.

FIRST DIVISION WITH DISTINCTION: 75% more

FIRST DIVISION: 60% or above of the aggregate marks.

SECOND DIVISION: 50% or above of the aggregate marks.

7. Candidate appearing for B.A.LLB. (Hons)/B.Com.LLB. (Hons) examination shall have to answer the question in English or Hindi medium.
8. The rules are subject to change in accordance with the directives of Bar Council of India and instructions issued by Department of Higher. Education, Govt, of M.P. from time to time shall be adopted and notified by the University
9. Regarding Attendance, merit list, condonation of deficiency etc will be as per Ordinance of University from time to time for this purpose.
10. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 36
DIPLOMA IN EDUCATION (D.ED.)
AND
DIPLOMA IN ELEMENTARY TEACHER EDUCATION D.El.Ed.

This Ordinance shall be applicable to candidates admitted to Diploma in education (D.Ed. / D.El.Ed.)

1. ADMISSION:-

A candidate who passed 10+2 examination or any other equivalent examination shall be eligible for admission

2. The Duration of Course will be 2 years
3. The fees shall be as per Ordinance No. 02.
4. For both the previous and final examination a candidate will be declared successful if she/he obtains at least 36% of the aggregate mark in all subject. The examinee must pass separately in both theory and practical No division will be assigned for the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both the D.Ed. / D.El.Ed. Previous and Final Exams.
5. Successful candidate who obtain 60% or more of the aggregate shall be placed in the first division. Those obtaining less than 60% but not less than 48% will be placed in the Second division. All these successful candidates obtaining less than 48% placed in the Third division. Candidates obtaining less than 36% will be declared failed.
6. The details of courses for 2 year D.Ed. / D.El.Ed., will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
7. The other rules regarding attendance, examination, etc maximum duration of course will be as per Ordinance of University from time to time for this purpose. Provided further that all the norms laid down by NCTE and Govt, of M.P. shall be followed.
8. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any. Or all the Dean/Directors of the Schools. The decision of the Vice-Chancellor shall be final.
9. University examination centers will be notified by the university.
10. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
11. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

12. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
13. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 37

TWO YEAR DIPLOMA IN PRIMARY EDUCATION (DPE)

This ordinance shall be applicable to candidates for two years diploma in primary education (DPE)

1. Duration

The duration of the programme shall be of two academic sessions / years. The commencement and completion of the programme shall be so regulated that two long spells of vacation (summer /winter /staggered) are available to the learners for guided / supervised instruction and face to face contact sessions.

2. Qualification

Candidates seeking admission to these course must have passed.

- a. Senior Secondary (Class XII) or equivalent examination passed
- b. Two years teaching experience in a Government/ Government recognized Private primary / elementary school.

3. Admission procedure

Admission under these Courses will be made as follows:

- a) The University will issue admission notification in news papers, on the University's website, notice Board of the University and in order publicity media before the start of every cycle.
- b) List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University's website/or the student will be informed directly of their admission after the last date of application.
- c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission the provisional admission granted to him will be cancelled.

d) The application from may be rejected due to any of the following reasons:-

- The candidates does not fulfill the eligibility conditions
- The prescribed fees is not enclosed
- The application from is not signed by the candidate and his/her parent guardian, wherever required
- Supporting documents for admission are not enclosed.

e) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.

f) Admission rules as farmed by the University shall be applicable for all admission From time to time. Other norms laid down by State Council of Paramedical Courses shall also followed

4. Academic Year

As Per Ordinance No 02

5. Intake & Fees

As Per Ordinance No 02

6. Course Structure

6.1 The Diploma in Primary Education (DPE) course shall consist of:

- (a) Such course (papers) as prescribed by the University
- (b) Such job internship, lab work, practical, in plant training, projects etc. as may be Prescribed by the University and
- (c) Such scheme of examination as presided, by the University from time to time.

6.2 The course curriculum of the course shall be approved by the concerned Board of Studies and the Academic Council of the University.

7. Medium of Instruction and Examination

The medium of Instruction and examination shall be either Hindi or English

8. Examination Scheme

As per Ordinance No. 5

9. Promotion to Next Year & Failed Candidate

A candidate may provisionally continue his/her studies in second year after the examination of the first year in which he/she appeared is over.

If a candidate fails in not more than one paper in the first examination but clears all the remaining papers of that examination. He/she will be allowed to be appear in the supplementary examination, which shall be conducted keep the term (ATKT) and promoted to the next year. Candidates shall be conducted within 45 days of the

declaration of the result. After clear that paper the student is allowed to promote in the second year.

Provided further, that if a candidate fails in more than one paper in first year examination, he/she may be allowed to appear as an ex-student in the next examination of the same year.

A candidate will be awarded degree only in the year when he/she clear all the a papers of both the year.

10. Allocation of Division

As per Ordinance No, 5

11. Merit List

As per Ordinance No. 5

12. Maximum Duration of Completion of Course

A Candidate has to complete the entire course of Diploma in Primary Education (DPE) within a maximum period of four year from the session of first admission.

13. University examination centers will be notified by the University.

14. In matters of admission, attendance, and examination and in all other matters not provided in this Ordinance, the course shall be governed by the provision of the relevant ordinance of the same in the University so far as they are not inconsistent with the provision of this ordinance.

15. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the-event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Dean/ Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.38

BACHELOR OF EDUCATION (B.ED.)

The Ordinance shall applicable for the award of Bachelor of education (B.Ed) degree

1. The Duration of Degree of Bachelor of Education of the University shall spread over one academic year.
2. A Person who has obtained a Bachelor's degree of the University or a degree recognized as equivalent therefore for the purpose, securing in, at least 50% marks(5% relaxation for SC/ST/OBC) or a grade/standard equal to it shall be eligible for admission to the course leading to the Examination for the Degree of Bachelor of Education

Provided that the Vice Chancellor may, with a view to maintain a uniform standard, prescribe such further tests, written, oral on both for selection of candidates for admission to the B.Ed, class in Colleges or in Teaching Department of University, as deemed necessary.

3. Provided further that in the case of untrained teachers in Government schools, sponsored by the Government for B.Ed, training in the institution maintained by it, the requirement of division or Grade as prescribed by para 2 above may be relaxed by the Vice Chancellor, on the recommendation of the director /Principal of the institution concerned.

Provided further that all norms with respect to admission eligibility and teaching laid down by NCTE and that of State Government shall be followed

4. Candidates intending to present themselves at the examination shall submit through the Principal of the College, their applications on prescribed forms, so as to reach the Registrar by the date fixed for the purpose, together with the fees as required by the rules in force for the time being and produce the following certificates from the Principal of the college, viz: Certificates.

- (i) Of good conduct
- (ii) Of fitness to appear at the examination.
- (iii) Of having completed regular course of study by attending at least the minimum number of classes/ practices as required by para 3 above

5. (a) The examination shall consist of two parts , namely :-

- (i) Part I – theory
- (ii) Part II - Practical and sessional.

(b) The scope of studies in different papers shall be such as are prescribed by the Academic council, the Board of Studies and the Faculty of Education and published by a notification.

- (c) (i) The written part of the examination shall be held after end of teaching days satisfying the criteria be notified by the Registrar in advance.

(ii) The practical part of the examination shall be arranged by the Principal or the Head of the Department of Education, as the case may, before the written examination by such date as may be directed by the Registrar from time to time.

- (d) Practical & sessional work shall be as per decision of Board of Management of the University

6. Division

- (a) Examinees obtaining 40% or more but less than 50 % marks shall be placed in Third Division,
- (b) Examinees obtaining 50% or more but less than 60% marks shall be placed in Second division.
- (c) Examinees obtaining 60% or more marks shall be placed in First division.

7. The Principal of a College providing courses of B.Ed, degree shall send the statement of marks obtained by the students of his college in theory & practical to the Registrar

Supplementary of Examination

8. Candidates who are eligible to appear as supplementary candidates under the provision shall have to clear the supplementary in next three attempts immediately
 - (a) An examinee who after having appeared in the examination but fails in not more than two papers and by not more than three marks but secures the minimum aggregate marks prescribed for a pass, shall be entitled to a grace up to three marks in order to pass the examination.
9. The Vice Chancellor may condone the deficiency of two marks in case a candidate failing or missing a division by two marks subject to the condition that that where the deficiency of two marks is so condoned it shall nowhere.
10. The Registrar of University shall as soon as possible after the examination but not later than the 60th day from the date when the theory examination was completed publish the results of the examination by announcing the roll nos. and names of successful candidates.
11. In the notification declaring results of the examination names of successful candidates who secure First division separately in each of part of examination shall be arranged in order of merit.

Examination Centers

12. University examination centers will be notified by the university.

General

13. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
14. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
15. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
16. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 39**DEGREE OF MASTER OF EDUCATION REGULAR COURSE (M.ED.)**

The Ordinance shall be applicable for the award of Master Of Education (M.Ed.) Course.

1. Eligibility for admission

- i) A person who has passed examination of Bachelor Degree of University and has hereafter passed B.Ed with 50% from this university or any recognized University, shall, be eligible for admission to the examination for the degree of Master of Education.
- ii) Relaxation of 5% for SC/ST/OBC candidates as per government norms.
- iii) The candidate shall be granted admission according to approved rules of the University.

2. Duration of the course

The courses of Instructions for the Degree of Master of Education, Regular courses of this University shall be of one academic year.

3. Mode of Instruction

- i) The course of study shall include learning and teaching through Regular.
- ii) Instructions shall be imparted through lecture programmes, supplemented with written assignments, lesson packages and contact programmes.
- iii) Medium of instructions shall be Hindi/English.

4. Assignments

- i) During the period, assignments and lesson packages will form the study of the programme.
- ii) Completed assignment's shall be deposited candidate in the intervening months, assignments will serve as feedback and will be counted towards internal assessment in each paper.
- iii) The whole course in each paper will be divided into a number of units which shall be supplied the candidate from time to time.

5. Scheme of Examination

- i) The scope of studies in different papers shall be such as is prescribed SVNUniversity.
- ii) The following shall be the scheme of examinations:

Part I- Theory (five papers)	500 marks,
written assignments	100 marks.
Part II-Dissertations	100 marks
Viva Voce	100 marks

Total**800 marks**

iii) Details of the scheme are as follows

Scheme of Examination**(A) Part 1- Theory**

Paper	Written Assignment	Theory Max.	Marks Min.	Marks of passing
I	20	100	120	40
II	20	100	120	40
III	20	100	120	40
IV	20	100	120	40
V	20	100	120	40
TOTAL	100	500	600	200

(B) Part II

Dissertation	100	100	40
Viva Voce	100	100	40
Total	200	200	80

iv) A candidate must secure minimum pass marks in. A & B part separately. Division will be awarded on the basis of marks obtained in Part I & part II taken together on the following basis:

I Division	60% & above
II Division	50 % & less than 60%
III Division	40% & less than 50%

v) Viva Voce examination will be conducted by a Board of two examiners appointed by the University, one of whom shall be the guide for dissertation as far as possible.

- vi) Assignments and dissertation relating to Part 1 & II of the examination will have to be submitted before the theory examination.
- vii) The Viva Voce examination shall be arranged by the University after the theory examination.
- viii) The merit list of candidates securing first 10 positions in the first division will be notified by the University.

6. Ex- students

- i) A candidate failing in either or both of the two parts may, reappear as an Ex-student, In the part *concerned* or in the whole as the case may be, at a subsequent examination without being required to undergo regular course of studies again, subject to his/her complying with the provisions of ordinance and regulations of SVN University from time to time.. Provided that such advantage of appearing at the examination as Ex-student shall be admissible for a period of two years from the date when the candidate had appeared at the examinations as a regular candidate.
- ii) An Ex-student seeking permission for re-admission to a subsequent examination shall submit his/her application on prescribed form indicating the papers and parts of the examination intended to appear to the VICE CHANCELLOR, before the date fixed for the purpose together with such fees and documents as are required of him/her and he/she shall be governed by the provisions of all relevant ordinance of the University.
- iii) Marks of Internal assessment if they are above the minimum prescribed for a pass, shall be brought forward for the purpose of results at the subsequent examination.

7. Fees of the course

As per Ordinance No. 02

8. In all matters pertaining to the course, the decision of the Vice-chancellor of the University shall be final and as per Ordinance of the University for this purpose. Provided the norms laid down by NCTE and M.P. Govt, shall be the binding to the University

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 40**ORDINANCE FOR FOUR YEAR (YEARLY)****INTEGRATED GRADUATE DEGREE COURSES*****Course & Faculty***

1. This ordinance shall be applicable to all four years integrated graduate degree courses except those for which the university has separate ordinances. These courses shall be run on yearly system.
 - a. At present the degrees covered under this ordinance are Integrated Bachelor of Arts (B.A.) & Bachelor of Education (B.Ed.), Bachelor of Science (B.Sc.) & Bachelor of Education (B.Ed.), Bachelor of Commerce (B.Com) & Bachelor of Education (B.Ed.)
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - c. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over Four-years.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

4. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.

- Passed 10+2 exam with any subject

Candidates appearing for the 12th examination and awaiting for their results can apply.

They will have to provide proof of passing the examination within 30 days of admission.

Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

5. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications and process as per its convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

6. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

7. The Integrated under graduate & post graduate course in semester system shall consist of:
- a. Such courses (papers) as prescribed by the University

- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
8. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

9. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit List

10. Merit list of first 10 candidates in the order of merit shall be declared at the end of each year from amongst the candidates who have passed in one attempt.

Maximum Duration of Completion of Course

11. A candidate has to complete the entire course within a maximum period of Eight years from the session of first admission.

Examination Centers

12. University examination centers will be notified by the university.
13. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

14. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
15. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
16. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO.41**BACHELOR OF PHYSICAL EDUCATION (B.P.ED.)**

The Ordinance shall be applicable for the award of Bachelor of Physical education (B.P.Ed.) degree. The Duration of Degree of Bachelor of Physical Education of the University shall spread over one academic year.

1. A Person who has obtained a Bachelor's degree of the University or a degree recognized as equivalent therefore for the purpose, shall be eligible for admission to the course leading to the Examination for the Degree of Bachelor of Physical education (B.P.Ed.) degree.
2. Provided that the Vice Chancellor may, with a view to maintain a uniform standard, prescribe such further tests, written, oral or both for selection of candidates for admission to the Physical education (B.P.Ed.) degree, class in Colleges or in Teaching Department of University, as deemed necessary.
3. Provided further that in the case of untrained teachers in Government schools, sponsored by the Government for Physical education (B.P.Ed.) degree, training in the institution maintained by it, the requirement of division or Grade as prescribed by para 2 above may be relaxed by the Vice Chancellor, on the recommendation of the director /Principal of the institution concerned.
4. Provided further that all norms with respect to admission eligibility and teaching laid down by NCTE and that of State Government shall be followed
5. Candidates intending to present themselves at the examination shall submit through the Principal of the College, their applications on prescribed forms, so as to reach the Registrar by the date fixed for the purpose, together with the fees as required by the rules in force for the time being and produce the following certificates from the Principal of the college, viz: Certificates.
 - (i) Of good conduct
 - (ii) Of fitness to appear at the examination.
 - (iii) Of having completed regular course of study by attending at least the minimum number of classes/ practices as required by para 5 above
6. (a) The examination shall consist of two parts , namely :-
 - (i) Part I - theory
 - (ii) Part II - Practical and sessional.
- (b) The scope of studies in different papers shall be such as are prescribed by the Academic council, the Board of Studies and the Faculty of Education and published by a notification.
- (c)(i) The written part of the examination shall be held after end of teaching days satisfying the criteria be notified by the Registrar in advance.

(ii) The practical part of the examination shall be arranged by the Principal or the Head of the Department of Education, as the case may, before the written examination by such date as may be directed by the Registrar from time to time.

(d) Practical & sessional work shall be as per decision of Board of Management of the University

7. Division

- (a) Examinees obtaining 40% or more but less than 50 % marks shall be placed in Third Division,
- (b) Examinees obtaining 50% or more but less than 60% marks shall be placed in Second division.
- (c) Examinees obtaining 60% or more marks shall be placed in First division.

8. The Principal of a College providing courses of Physical education (B.P.Ed.) degree, shall send the statement of marks obtained by the students of his college in theory & practical to the Registrar

Supplementary of Examination

- (a) Candidates who are eligible to appear as supplementary candidates under the provision shall have to clear the supplementary in next three attempts immediately
 - (b) An examinee who after having appeared in the examination but fails in not more than two papers and by not more than three marks but secures the minimum aggregate marks prescribed for a pass, shall be entitled to a grace up to three marks in order to pass the examination.
9. The Vice Chancellor may condone the deficiency of one mark in case a candidate failing or missing a division by one marks subject to the condition that that where the deficiency of one mark is so condoned it shall nowhere
10. The Registrar of University shall as soon as possible after the examination but not later than the 60th day from the date when the theory examination was completed publish the results of the examination by announcing the roll nos. and names of successful candidates.
11. In the notification declaring results of the examination names of successful candidates who secure First division separately in each of part of examination shall be arranged in order of merit.
12. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors/Dean of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.42**BACHELOR OF PHYSICAL EDUCATION (B.P.E.)****(THREE YEAR DEGREE COURSE)**

This Ordinance shall be applicable to candidates admitted to Bachelor of Physical Education (B.P.E.) Duration of course will be 3 years each year shall be of 2 semesters.

1. Admission:-

A candidate who after passing his Higher Secondary (10+2) Examination in any discipline of M.P. Board of Secondary Education or any examination from a recognised Board shall be admitted to the B.P.E., first Year Examination.

2. Fees of the course shall be as per Ordinance No. 02.
3. For all B.P.E., first, second and third year examinations a candidate will be declared successful if He/She obtains at least 33% of the aggregate marks in the subject, the examinee must pass separately in both theory and practical examinations. No division will be assigned in the result of the B.P.E.. First and Second Year examinations. A division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in all three years i.e. B.P.E.. First, B.P.E.. Second and B.P.E.. Third Year examinations consisting of six semester
4. A successful candidate who obtains percentage of marks between 33% to 45% shall be placed in Third division, those who obtain between 45% to 60% of marks shall be placed in second division and those candidate who obtain 60% or above percentage of marks placed in first division.
5. The details of courses for 3 year B.P.E semester wise, will be decided by Board of Management on the recommendation of Board of Studies & Academic Council from time to time.
6. Regarding Attendance, merit list, consolation of deficiency etc will be as per Ordinance of University from time to time for this purpose.

Examination Centers

7. University examination centers will be notified by the university.

General

8. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
9. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
10. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
11. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 43**MASTER OF PHYSICAL EDUCATION (M.P.ED.)**

This Ordinance shall be applicable to candidates admitted to Master of physical education (M.P.Ed.)

1. ADMISSION:-

A candidate who, after taking his bachelor's degree of Physical Education of the University or at any recognized university of India or any other examination, equivalent of the B.P.Ed, degree of the University shall be admitted to for the degree of Master of Physical Education.

2. The Duration of Course will be 2 years spread to 4 semesters
3. The fees shall be as per ordinance No. 02.
4. For both the previous and final examination a candidate will be declared successful if she/he obtains at least 36% of the aggregate mark in all subject. The examinee must pass separately in both theory and practical No division will be assigned for the result of the previous examination. The division in which a candidate is placed shall be determined on the basis of aggregate of marks obtained in both the M.P.Ed. Previous and Final Exams.
5. Successful candidate who obtain 60% or more of the aggregate shall be placed in the first division. Those obtaining less than 60% but not less than 48% will be placed in the Second division. All these successful candidates obtaining less than 48% placed in the Third division. Candidates obtaining less than 36% will be declared failed.
6. The details of courses for 2 year M.P.Ed, will be decided by Board of Management on the recommendation of Board of Studies & Academic Council.
7. The other rules regarding attendance, examination, etc maximum duration of course will be as per Ordinance of University from time to time for this purpose. Provided further that all the norms laid down by NCTE and Govt, of M.P. shall be followed.

Examination Centers

8. University examination centers will be notified by the university.

General

9. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
10. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
11. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
12. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 44
DIPLOMA AND CERTIFICATE COURSE IN VARIOUS VOCATIONAL TRADERS
AND SKILLS

1. Preamble

University shall impart Various Course in Vocational Traders & Skill Development for gainful employment generation to rural youth. The course will lead for the award of Diploma and Certificates. The candidates will be given quality technology knowledge and practical training in different courses. The Diploma and Certificate with sound knowledge shall develop a candidate as a profitable entrepreneur.

2. Course & Faculty

(a) This ordinance shall be applicable to the Diploma and Certificate courses in various Vocational trades and skills. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council list of courses are as per Ordinance No. 1.

3. Duration

The Duration for the courses will vary from 3 months to 12 months as per Ordinance No 01

4. Intake & fees

(a) As per Ordinance No. 02

5. Courses and Eligibility

The Eligibility of candidates for different courses will be as per ordinance No.1

6. Admission Procedure

Admission under these Courses will be made as follows:

- a) The University will issue admission notification in news papers, the University's website, notice Board of the University and publicity in media before the start of every cycle.
- b) List of candidates provisionally selected for admission/ shortlisted based on merit will be displayed on the notice Board of the University/ University website/or the student will be informed directly of their admission.
- c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however must produce the previous year mark sheet/school/college certificates as a proof of required eligibility criteria. The candidates so admitted shall have to be present mark sheet of the qualifying examination within a

month of the due date of admission the provisional admission granted to him will be cancelled.

- d) The application from may be rejected due to any of the following reasons:-
- The candidates does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed
 - The application from is not signed by the candidate and his/her parent guardian, wherever required
 - Supporting documents for admission are not enclosed.
- e) Enrollment/ Registration number will be assigned to the student by the University after verification & submission of all the necessary document /fees.
- f) Admission rules as farmed by the University shall be applicable for ail admission from time to time,

7. Course Structure

The diploma & certificate courses in various vocational trades and skills shall consist of:

- a) Such course (paper) as prescribed by the University
- b) Such job internship , lab work, practical, in-plant training, project etc. as may be prescribed by the University and
- c) Such scheme of Examination as prescribed by the Board of Management of University from time to time.
- d) The Course curriculum of each course shall be based on recommendation of the academic council of the University. The Academic council of the University on the Recommendation of the concerned Board of Studies may change number of paper and / or marking scheme of the course after the due approval of Vice Chancellor
- e) If required in a programme a student shall be requires submitting a project report based on the areas of his/ her specialization. The project report certified by the *concerned* organization and the concerns coordinator / teacher shall be submitted in one copy to the registrar if the University for evaluation.

8. Medium of Instruction and Examination

The medium if instruction and examination shall be either Hindi or English.

9. Examination Scheme

- (a) Each Student shall have to appear in the examination of theory/ practical and continuous internal assessment. The internal assessment will be held in the manner prescribed from time to time by the University.

- 30 percent marks of each paper will be earmarked of internal assessment (for each semester, there will be two separate evaluations of 15 marks each.)
 - Main examination will carry 70 percent marks.
 - For passing the examination the candidate that be required to secure at least 36% marks in University examination separately in the term-end theory, practical and Internal Assessment in each on the prescribed paper and aggregate of 40% in the subject, practical are also to be cleared separately with 40% marks wherever applicable.
 - There will be an external examiner to evaluate the project report. The minimum passing marks for project work will be 50%
- (b) Each certificate program shall have one theory and one practical paper. The Diploma course may have than one theory / practical papers that are decided by the concerned Board of Studies for each course.

10. Allocation of Division

The Division shall be awarded on the basis of Marks obtained in Internal Assessment and University examination (*Theory* and Practical Both). taken together.

60% or above	First Division
48% or above but less than 60%	Second Division
Above 40% but less than 43%	Third Division

11. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 45
FOUR YEAR DEGREE COURSE
BACHELOR OF SCIENCE (AGRICULTURE)

Course & Faculty

1. This ordinance shall be applicable to the Four Year Bachelor Degree in Science (Agriculture).
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

4. The duration of these courses of study shall be Four Year following the norms of ICAR.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

5. Candidates seeking admission to these courses must have passed 10+2 with Science Stream or Agriculture Stream from any recognized Board or an equivalent body/ ICAR.

Admission Procedure

6. Admission under these courses will be made as follows:
 - a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
 - b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous

year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

- d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

7. The Four Year Degree shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in plant training, projects, etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
8. The course curriculum of each course following the norms of ICAR shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor but in any case norms of ICAR should not be violated.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

9. The medium of instructions and examinations shall be either Hindi or English.

Maximum Duration of Completion of Course

10. A candidate has to complete the entire course of Post Graduate Degree within a maximum period of Eight years from the session of first admission.

Examination Centers

11. University examination centers will be notified by the university.
12. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

13. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
14. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
15. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. - 46 PARAMEDICAL COURSES

This Ordinance shall be applicable to candidates appearing for Paramedical courses.

1. Duration of Course –

Diploma In Medical Lab Technician (DMLT) –	2 Year
Diploma In Paramedical Course - E.C.G. Technician-	1 Year
Certificate in X-Ray (Radiographer Technician)-	1 Year
Certificate in Medical Lab Technology(CMLT)-	1 Year
Certificate in Health Inspector (CHI)-	1 Year
Certificate in Operation Theater Technology(COTT)-	1 Year
Certificate in Ultra Sound Technician (CUST)-	1 Year
Certificate in Ayurvedic Compounder (CAC)-	1 Year
Certificate in Mahila Ayurvedic Swashtaya -	1 Year
Karyakarta Prakshishan Patyakaram(CMASKPP)	
Certificate In Yogic Science-	1 Year

2. No. of Seats

As Per Ordinance No. 02

3. Admission

Minimum qualification for admission to the course shall be the Higher Secondary School Certificate Examination (10+2) Scheme with Physics, Chemistry and Mathematics/Biology (also securing pass Marks in three subject Individually) conducted by M.P. Board of Secondary Education or an equivalent examination from a recognized Board/University or eligibility criteria prescribed by paramedical council M.P.

For S.C/S.T/OBC Candidate, the seat will be reserved as per provision of M.P. Government form time to time. Other norms laid down by State Council of Paramedical courses shall also followed

4. Examination & Attendance:-

Examination & Attendance for Candidates of this Course will be as per Ordinance of-this University there will be a final Examination for theory & practical

5. Course Structure :-

The course curriculum of each course shall be approved by the concerned Board of Studies as per the guide line of Para-medical Council of M.P. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

The theory will consist of 50%, Internal Assessment 20 % & Practical 30% of total marks.

6. **Fees as per Ordinance No. 02**

7. **Medium of Instruction:-**

Medium of Instruction will be in English.

8. **Award of Certificate:-**

Candidates have to score 33% passing mark in theory & Practical separately to qualify for Certificate. Candidate securing 75% marks will be graded as excellent, 60 to 75% very good, 45% To 60 good and 33 to 45% below, 33% marks will be treated as failed in certificate course

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not Covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any Or all the Deans / Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO.47

AUXILIARY NURSE & MIDWIFE (ANM [YEARLY])

(TWO YEAR PG COURSE)

This Ordinance shall be applicable to candidates admitted to AUXILIARY NURSE & MIDWIFE (ANM) Duration of course will be 2 years.

1. **Eligibility**

A candidate who after passing his Higher Secondary (10+2) Examination any stream from M.P. Board of Secondary Education or any equivalent examination from a recognized Board shall be admitted to the ANM, first Year Examination.

2. **Intake & Fees**

As Per Ordinance No. 02

3. **Academic Year**

As Per Ordinance No. 02

4. **Admission Procedure**

1. Admission under these courses will be made as follows:

(a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.

- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees are not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Examination

Examinations will be conducted as per INC norms/ M.P. Nursing Registration Council in theory and clinical (Yearly) for matters not covered in this statute and ordinance, General rules and regulation shall be applicable. In other cases, the Board of Management shall be the competent authority to decide.

Eligibility for Degree

A student shall be declared to be eligible for award of the Diploma of Auxiliary Nurse & Midwife if he/she has:

- (i) Registered and successfully completed all the core courses and projects
- (ii) Successfully passed examinations scoring a minimum of 50% marks in all the theory and practical examinations separately
- (iii) No dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- (iv) No disciplinary action is pending against him / her.
- (v) Fulfils the required attendance in theory and Clinical areas.

Attendance

A candidate must have at least 75% attendance in theory and 100% in Clinical.

Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Directors of the Schools. The decision of the Vice - Chancellor shall be final

Examination Centers

9. University examination centers will be notified by the university.

General

- 10. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
- 11. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 12. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 13. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO.48**GENERAL NURSE & MIDWIFERY (GNM [YEARLY])****(THREE AND HALF YEAR PG COURSE)**

This Ordinance shall be applicable to candidates admitted to GENERAL NURSE & MIDWIFERY (GNM) Duration of course will be Three and Half years.

1. Eligibility

A candidate who after passing his Higher Secondary (10+2) Examination any stream from M.P. Board of Secondary Education or any equivalent examination from a recognized Board with minimum 40% shall be admitted to the GNM, first Year Examination.

2. Intake & Fees

As Per Ordinance No. 02

3. Academic Year

As Per Ordinance No. 02

4. Admission Procedure**1. Admission under these courses will be made as follows:**

- (a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
- The candidate does not fulfill the eligibility conditions
 - The prescribed fees are not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

5. Examination

Examinations will be conducted as per INC norms in theory and clinical (Yearly) for matters not covered in this statute and ordinance, General rules and regulation shall be applicable. In other cases, the Board of Management shall be the competent authority to decide.

6. Eligibility for Degree

A student shall be declared to be eligible for award of the Diploma of Genral Nurse & Midwifery if he/she has:

- (i) Registered and successfully completed all the core courses and projects
- (ii) Successfully passed all examinations scoring a minimum of 50% marks in all the theory and practical examinations separately
- (iii) No dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- (iv) No disciplinary action is pending against him / her.
- (v) Fulfils the required attendance in theory and Clinical areas.

7. Attendance

A candidate must have at least 75% attendance in theory and 100% in Clinical.

8. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of

interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Directors of the Schools. The decision of the Vice - Chancellor shall be final

Examination Centers

9. University examination centers will be notified by the university.

General

10. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
11. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
12. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
13. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO.49

BACHELOR OF SCIENCE (B.SC. NURSING [YEARLY])

(FOUR YEAR DEGREE COURSE)

This Ordinance shall be applicable to candidates admitted to Bachelor of Science (B.Sc. Nursing) Duration of course will be 4 years.

1. Eligibility

A candidate who after passing his Higher Secondary (10+2) Examination with Physics, Chemistry, Biology and English with minimum of 45% aggregate marks of M.P. Board of Secondary Education or any equivalent examination from a recognized Board shall be admitted to the B.Sc. Nursing, first Year Examination.

2. Intake & Fees

As Per Ordinance No. 02

3. Academic Year

As Per Ordinance No. 02

4. Age Limit

The Minimum age shall be 17 years and maximum age 24 years as on or before 1st July.

5. Admission Procedure

1. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - o The candidate does not fulfill the eligibility conditions
 - o The prescribed fees are not enclosed.
 - o The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - o Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

6. Examination

Examinations will be conducted as per INC norms in theory and clinical (Yearly) for matters not covered in this statutes and ordinance, General rules and regulation shall be applicable. In other cases, the Board of Management shall be the competent authority to decide.

7. Eligibility for Degree

A student shall be declared to be eligible for award of the B.Sc Nursing degree if he/she has:

- (i) Registered and successfully completed all the core courses and projects
- (ii) Successfully passed all the yearly examinations scoring a minimum of 50% marks in all the theory and practical examinations separately except in English where a minimum 35% marks shall be required in the examination within the stipulated time;
- (iii) No dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- (iv) No disciplinary action is pending against him / her.
- (v) Fulfils the required attendance in theory and Clinical areas.

8. Attendance

A candidate must have at least 75% attendance in theory and 100% in Clinical.

9. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a committee consisting of any or all the Directors of the Schools. The decision of the Vice - Chancellor shall be final

Examination Centers

10. University examination centers will be notified by the university.

General

- 11. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
- 12. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
- 13. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 14. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO.50**MASTER OF SCIENCE (M.SC. NURSING [YEARLY])****(TWO YEAR PG COURSE)**

This Ordinance shall be applicable to candidates admitted to Master of Science (M.Sc. Nursing) Duration of course will be 2 years.

1. Eligibility

A candidate who after passing his B.Sc. Nursing from a recognized Board or University shall be admitted to the M.Sc. Nursing, First Year Examination.

2. Intake & Fees

As Per Ordinance No. 02

3. Academic Year

As Per Ordinance No. 02

4. Admission Procedure**1. Admission under these courses will be made as follows:**

- (a) The University will issue admission notifications as per its convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

(e) The application form may be rejected due to any of the following reasons :

- o The candidate does not fulfill the eligibility conditions
- o The prescribed fees are not enclosed.
- o The application form is not signed by the candidate and his/her parent guardian, wherever required.
- o Supporting documents for admission are not enclosed.

(f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

(g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

5. Examination

Examinations will be conducted as per INC norms in theory and clinical (Yearly) for matters not covered in this statute and ordinance, General rules and regulation shall be applicable. In other cases, the Board of Management shall be the competent authority to decide.

6. Eligibility for Degree

A student shall be declared to be eligible for award of the M.Sc Nursing degree if he/she has:

- (i) Registered and successfully completed all the core courses and projects
- (ii) Successfully passed all the yearly examinations scoring a minimum of 50% marks in all the theory and practical examinations separately
- (iii) No dues to the University, Hostels, Libraries, NCC / NSS / NSO etc. and
- (iv) No disciplinary action is pending against him / her.
- (v) Fulfils the required attendance in theory and Clinical areas.

7. Attendance

A candidate must have at least 75% attendance in theory and 100% in Clinical.

Examination Centers

8. University examination centers will be notified by the university.

General

9. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
10. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
11. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
12. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 51**ONE YEAR BACHELOR'S DEGREE COURSE****Course & Faculty**

1. This ordinance shall be applicable to the One Year Bachelor Degree.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. At present the degrees covers under this ordinance is Bachelor of Library Science (B.Lib.), Bachelor of Journalism and Mass Communication (B.J.M.C.).
4. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies
5. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

6. The duration of these courses of study shall be one Year.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. Candidates seeking admission to these courses must have passed the graduation course from any recognized University or an equivalent body.

Admission Procedure

8. Admission under these courses will be made as follows:

- a. The University will issue admission notifications and process as per its convince at the time of admission before the start of every cycle.
- b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

9. The One Year Bachelor Degree shall consist of:

- a. Such courses (papers) as prescribed by the University

- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
10. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

11. The medium of instructions and examinations shall be either Hindi or English.

Maximum Duration of Completion of Course

12. A candidate has to complete the entire course of graduate degree within a maximum period of two years from the session of first admission.

Examination Centers

13. University examination centers will be notified by the university.
14. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

15. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
16. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
17. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 52
ONE YEAR MASTER DEGREE COURSE

Course & Faculty

1. This ordinance shall be applicable to the One Year Master Degree.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. At present the degrees covers under this ordinance is Master of Library Science (M.Lib.), Master of Journalism and Mass Communication(M.J.M.C.).
4. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies
5. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

Duration

6. The duration of these courses of study shall be one Year.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

7. M.Lib- Candidates seeking admission to these courses must have passed B.Lib. from any recognized University or an equivalent body.
8. M.J.M.C.- Candidates seeking admission to these courses must have passed Bachelor of Journalism from any recognized University or an equivalent body.

Admission Procedure

9. Admission under these courses will be made as follows:
 - a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
 - b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's

website/or the students will be informed directly of their admission after the last date of application.

- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

10. The One Year Master Degree shall consist of:

- a. Such courses (papers) as prescribed by the University
- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

11. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Medium Of Instructions And Examinations

12. The medium of instructions and examinations shall be either Hindi or English.

Maximum Duration of Completion of Course

13. A candidate has to complete the entire course of Post Graduate Degree within a maximum period of two years from the session of first admission.

Examination Centers

14. University examination centers will be notified by the university.
15. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

16. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
17. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
18. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 53**OPTOMETRY (DIPLOMA)**

1. **Eligibility for Admission**
a) Passed 12th of MP. Board or any equivalent examination of recognized Board in Science Stream
2. **Duration**
The duration of course shall be two years and examination will held yearly
3. **Fees as per Ordinance No. 02 of the University**
4. **No. of seats**
As as per Ordinance No. 02 of the University
5. **Course of study**
The course study shall be as per decision of Boards of Management on the recommendation of Board of studies. The courses shall be in the conformity of competent authority of State/Govt, of India
6. **Examination**
As per Ordinance No. 5 of the University
7. **Practical Training**
The Eye Hospital must have the following facilities:
Optometry Clinics
Ophthalmology Clinics
Optical Services
Community Outreach programme
8. **Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.**

ORDINANCE NO 54**POST GRADUATE IN OPTOMETRY (M.OPTOMETRY)****1. Eligibility:-**

Candidate must have passed B.Sc (Optometry) from the University or any other established Institutions in India or its equivalent from abroad.

2. Duration of course: - 2 years

The program provides advanced training in clinical and theoretical aspects of optometry, which opportunities to specialize in fields such as contact lens , pediatric Optometry and low Vision Aids

3. Fees as per Ordinance No. 02 of the University**4. No. of seats**

As per Ordinance No. 02 of the University

5. Course of study

The courses shall be in the conformity of competent authority of State/Govt, of India .The course study shall be as per decision of Board of Management on the recommendation of Board of studies are as follows :-

Research Project-12 units (Compulsory)

Advance Contact lens studies and Ocular Prosthesis - 6 Units

Ocular disease - 6 Units

Low Vision Aids - 6 Units

Advanced Clinical Optometry practice - 6 Units

Vision Therapy - 6 Units

Human Visual development - 6 Units (Pediatric Optometry)

Ocular Photography - 6 Units

6. Notwithstanding anything stated in this Ordinance, for any unforeseen issues arising, and not covered by this Ordinance, or in the event of differences of interpretation, the Vice-Chancellor may take a decision after obtaining, if necessary, the opinion / advice of a Committee consisting of any or all the Directors of the Schools. The decision of the Vice-Chancellor shall be final.

ORDINANCE NO. 55
BACHELOR OF DENTAL SURGERY (BDS)
(4 YEAR'S DEGREE COURSE PLUS ONE YEAR INTERNSHIP)

1. There shall be a course for the Degree of Bachelor of Dental Surgery (BDS) under the Faculty of Medical Sciences.
2. **ADMISSION TO THE MEDICAL COURSE:**

A candidate shall be eligible for admission to the course of study for the Medical Degree (BDS) provided: -

- (i) He/She has completed the age of 17 years on or before 31st December in the year of commencing the prescribed Academic Session of the said course.
- (ii) He/She has passed qualifying examination as under:-
 - a. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent with required subjects i.e. Physics, Chemistry, Biology and English (Core).
 - b. The candidate must have secured a minimum of 50% marks taken together in Physics, Chemistry and Biology, however, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes or Other Backward Classes, the marks obtained in Physics, Chemistry and Biology taken together in qualifying examination be 40% instead of 50% as above.

Admission Procedure

3. Admission under these courses will be made as follows:
 - (a) The University will issue admission notifications and process as per directions of DCI/Govt. of M.P. Medical Education Department at the time of admission before the start of every cycle.
 - (b) List of candidates provisionally selected for admission /short listed on merit based on minimum qualification or Entrance Exam conducted by the University or as per Ordinance No. 02 will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria

before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

(d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

(e) The application form may be rejected due to any of the following reasons :

- The candidate does not fulfill the eligibility conditions
- The prescribed fees is not enclosed.
- The application form is not signed by the candidate and his/her parent guardian, wherever required.
- Supporting documents for admission are not enclosed.

(f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

4. Admission rules as framed by the University shall be applicable for all admissions from time to time.

5. TRAINING PERIOD AND TIME DISTRIBUTION:

The duration of course of study is 4 years, with 240 teaching days in each academic year, plus one year rotating internship in a dental college. Every candidate will be required, after passing the final BDS Examination, to undergo one year rotating internship in a dental college as detailed given in the annexure-I. The internship shall be compulsory and BDS Degree shall be granted after completion of one year paid Internship.

6. SUBJECTS OF STUDY AND WORKING HOURS:

The course curriculum shall be approved by the Board of Studies and the Academic council of the University in accordance with the Dental Council of India. The Academic council of the University on the recommendation of the Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

7. A). ATTENDANCE:

(i) 75% in theory and 75% in practical/clinical is each year.

- (ii) In case of a subject in which there is no examination at the end of the academic year/semester, the percentage of attendance shall not be less than 70%. However, at the time of appearing for the professional examination in the subject, the aggregate percentage of attendance in the subject should satisfy condition (i) above.

B). INTERNAL ASSESSMENT:

- (i) It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc;
- (ii)
- (a) The process of Internal Assessment shall be uniform in each subject in the matter of frequency, methodology of assessment and declaration of result as decided by the Committee of Courses and Studies of the Department concerned.
 - (b) The students should be informed well in advance about the time schedule of Internal Assessment and other conditions governing it.
 - (c) The Departments should declare the result of Internal Assessment within prefixed period as decided by the Committee of Courses & Studies.
 - (d) Students, appearing in supplementary examinations after failing in Annual Examinations, shall have another Internal Assessment before Supplementary Examinations. Greater of the two scores of Internal Assessments (1. Internal Assessment held before the Annual Examinations and 2. Internal Assessment held between Annual and Supplementary Examinations) would be taken into account for Supplementary Examinations.
- (iii) Day to day records should be given importance during internal assessment;
- (iv) Weightage for the internal assessment shall be 20% of the total marks in each subject;
- (v) Student must secure at least 35% marks (combined in theory & practical) of the total marks fixed for Internal Assessment in a particular subject in order to be eligible to appear in final University Examination of the subject.

Note: Internal assessment shall relate to different ways in which students participation in learning process during Semesters is evaluated. Some examples are as follows:

- i) Preparation of subject for students seminar.
- ii) Preparation of a clinical case for discussion.
- iii) Clinical case study problem solving exercise.
- iv) Participation in Project for health care in the Community/P. S.M. (Planning stage to evaluation).
- v) Proficiency in carrying out a practical or a skill in small research project.

- vi) Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed.

8. SCHEME OF EXAMINATION:

The scheme of examination for B.D.S. Course shall be divided into 1st B.D.S. examination at the end of the first academic year, 2nd B.D.S. examination at the end of second year, 3rd year B.D.S. examination at the end of third, and Final B.D.S. at the end of 4th year. 240 days minimum teaching in each academic year is mandatory.

The examination shall be open to a candidate who satisfies the requirements of attendance, progress and other rules laid down by the University.

University shall organize admission timing and admission process in such a way that teaching starts from 1st day of August in each academic year.

I B.D.S. Examination

- (i) General Anatomy including embryology and histology.
- (ii) General human physiology and biochemistry.
- (iii) Dental Anatomy, Embryology and Oral Histology

Any student, who does not clear the first BDS University Examination in all subjects within 3 years from the date of admission, shall be discharged from the course.

II B.D.S. Examination

A Candidate who has not successfully completed the 1st BDS Examination can not appear in the II nd year Examination.

- (i) General pathology and Microbiology.
- (ii) General and Dental Pharmacology and Therapeutics.
- (iii) Dental Material.
- (iv) Pre clinical Conservative Dentistry– Only Practical and Viva Voce.
- (v) Pre clinical Prosthodontics – Only Practical and Viva Voce

III B.D.S. Examination

A candidate who has successfully completed the 2nd BDS examination can appear in IIIrd BDS Examination.

- (i) General Medicine.
- (ii) General Surgery.
- (iii) Oral Pathology and Oral Microbiology

Final B.D.S. Examination

A candidate who has successfully completed the 3rd BDS examination can appear in Final BDS Examination.

- (i) Prosthodontics and Crown & Bridge
- (ii) Conservatives Dentistry and Endodontics
- (iii) Orthodontics & Dent facial Orthopedics
- (iv) Oral and Maxillofacial Surgery
- (v) Period ontology
- (vi) Pediatrics & Preventive Dentistry
- (vii) Oral Medicine and radiology
- Public Health Dentistry

Note:

1. Any student who fails in any subject/subjects in the Annual Examination will be allowed to appear in the Supplementary Examination. However, if any student fails in one/more subjects in the Supplementary examination also, he/she will not be promoted to the next year (2nd/3rd/4th) BDS Course.
2. The students who fail in one or more paper in any BDS Annual / Supplementary Examination will appear in Annual/Supplementary Examination only in those papers in which they have failed / failed to appear.
3. The students who fail in any subject/subjects shall be allowed to attend the classes of subsequent year (2nd/3rd/Final), however, if he/she fails in Supplementary examination in any subject/subjects he/she will not be promoted and will be re-admitted in the previous class.

9. SCHEDULE OF EXAMINATION:

There shall be 4 (four) Annual and 4 (four) Supplementary Examination:-

- (I) 1st, 2nd, 3rd, 4th BDS examination shall be held in May/June every year.
- (II) The supplementary examination shall be held within 6 - 8 weeks after declaration of result of Annual Examination.

10. WRITTEN EXAMINATION

- (i) The written examination in each subject shall consist of one paper of three hours duration and shall have maximum marks of 90.
- (ii) In the subject of Physiology & Biochemistry and Pathology & Microbiology each paper will be divided into two parts, A and B of equal marks.

- (iii) The question paper may contain different types of questions like essay, short answer and objective type.
- (iv) The nature of questions set, should be aimed to evaluate students of different standards ranging from average to excellent.
- (v) The question should cover as broad an area of the content of the course. The essay question should be properly structured and the marks specifically slotted.
- (vi) The University may set up a question bank.

11. PRACTICAL AND CLINICAL EXAMINATION:

- (i) Practical and Clinical Evaluation will also include Objective Structured Clinical Evaluation and Viva-voce.
- (ii) Records / Log Books: the candidate should be given credit for his/her records based on the scores obtained in the record. The marks obtained for the record in the first appearance can be carried over to the subsequent appearances if necessary.
- (iii) Scheme of clinical and practical examination: the specific scheme of clinical and practical examinations, the type of clinical procedures / experiments to be performed to be formulated by the Committee of Courses & Studies (CCS).

The scheme should be brought to the notice of the students and the external examiner as and when the examiner reports. The practical and clinical examinations should be evaluated by two examiners of which one shall be an external examiner appointed from other universities preferably outside the State.

12. MARKS DISTRIBUTION IN EACH SUBJECT:

Each subject shall have a maximum of 200 marks.

Theory	100		
Practical /Clinical and Viva	100		
Theory –	100	Practical /Clinical and Viva –	100
University written Examination	90	University Examination	90
Internal assessment (Written)	10	Internal assessment	10
		(Practical/Clinical)	
Total	100	Total	100

Practical/Clinical and Viva Voce only in IInd BDS University Examination of the following subjects:-

- (i) Pre-clinical Prosthodontics
- (ii) Pre-clinical conservative Dentistry

Internal Assessment - 10

Practical - 70

Viva Voce - 20

100

13. CRITERIA TO PASS THE UNIVERSITY EXAMINATION:

For declaration of pass in a subject, a candidate shall secure 50% marks in the University examination both in Theory and in Practical/Clinical examinations separately, as stipulated below:

- A candidate shall secure 50% marks in aggregate in University written examination and Internal assessment combined together.
- In the University Practical / Clinical examination, a candidate shall secure 50% marks in practical including Viva Voce and Internal Assessment combined together.
- In case of pre clinical Prosthodontics and Pre Clinical conservative dentistry in II BDS, where there is no written examination, minimum pass is 50% of marks in Practical and Viva Voce combined together in University examination including Internal Assessment i.e. 50/100 marks.
- Successful candidates who obtain 65% of the total marks or more shall be declared to have passed the examination in First Class. Other successful candidates will be placed in Second Class. A candidate who obtained 75% and above is eligible for Distinction. Only those candidates who pass the whole examination in the first attempt will be eligible for distinction.
- First class and Distinction etc. to be awarded by the University as per their respective rules.

1. **Re-Totaling:** The University on application and remittance of a stipulated fee to be prescribed by the university, shall permit a recounting or opportunity to recount the marks receive for various questions in an answer paper / papers for theory of all subjects for which the candidate has appeared in the university examination. Any error in addition of the marks awarded if identified should be suitably rectified.

2. **Re-admission:** A candidate having failed to pass the supplementary of any BDS Examination, may register for re-admission to the same class at the discretion of the

Principal of the college within 15 days of the announcement of the result of the university Examination. The candidate will be required to pay enrolment fee, special university fee etc. and the College will inform the University of his / her re-admission.

14. Examination Centers

- a. University examination centers will be notified by the university.
 - b. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
15. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
16. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
17. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 56**BACHELOR OF MEDICINE AND BACHELOR OF SURGERY (MBBS)
(FOUR AND HALF YEAR'S DEGREE COURSE PLUS ONE YEAR INTERNSHIP)**

1. There shall be a course for the Degree of Bachelor of Medicine and Bachelor of Surgery (MBBS) under the Faculty of Medical Sciences.

2. **ADMISSION TO THE MEDICAL COURSE:**

A candidate shall be eligible for admission to the course of study for the Medical Degree (MBBS) provided: -

- (i) He/She has completed the age of 17 years on or before 31st December in the year of commencing the prescribed Academic Session of the said course.
- (ii) He/She has passed qualifying examination as under:-
 - a. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent with required subjects i.e. Physics, Chemistry, Biology and English (Core).
 - b. The candidate must have secured a minimum of 50% marks taken together in Physics, Chemistry and Biology, however, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes or Other Backward Classes, the marks obtained in Physics, Chemistry and Biology taken together in qualifying examination be 40% instead of 50% as above.

Admission Procedure

3. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications and process as per directions of MCI/Govt. of M.P. Medical Education Department at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted on merit based on minimum qualification or Entrance Exam conducted by the University or as per Ordinance No. 02 will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous

year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

(d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

(e) The application form may be rejected due to any of the following reasons :

- The candidate does not fulfill the eligibility conditions
- The prescribed fees is not enclosed.
- The application form is not signed by the candidate and his/her parent guardian, wherever required.
- Supporting documents for admission are not enclosed.

(f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

4. Admission rules as framed by the University shall be applicable for all admissions from time to time.

5. **TRAINING PERIOD AND TIME DISTRIBUTION:**

(i) The duration of course of study: Academic years are divided into 9 semesters plus one year Internship Training.

(ii) Span Period: Maximum of 08 (eight) years from the date of admission in the 1st Professional MBBS Course (excluding internship training period).

The Distribution of semesters are as under:-

(i) The period of 5, 7 and 9 semesters will be w.e.f. 1st July to 31st December of the year.

(ii) The period of 1st & 3rd semester will start w.e.f. 1st August.

(iii) The period of 2, 4, 6 and 8 semesters will be w.e.f. 1st January to 30th June of the year.

6. **MODEL TABLE OF TIME DISTRIBUTION : (Clinical):**

Total Subject	3 rd	4 th	5 th	6 th	7 th	8 th	9 th	Total
General Medicine***	6	-	4	-	4	6	6	26
Pediatrics	-	2	-	2	-	4	2	10
Tuberculosis & Chest Diseases	-	2	-	-	-	-	-	02
Skin & STD	-	2	-	2	-	2	-	06
Psychiatry	-	-	2	-	-	-	-	02
Radiology*	-	-	-	-	2	-	-	02
General Surgery****	6	-	4	-	4	6	6	26
Orthopaedics**	-	-	4	4	-	-	2	10
Ophthalmology	-	4	-	4	2	-	-	10
Ear Nose & Throat	-	2	-	4	2	-	-	08
Obstt. & Gynae (including Family Welare Planning)*****	2	4	4	-	4	4	6	24
Community Medicine	4	4	-	4	-	-	-	12
Casualty	-	-	-	2	-	-	-	02
Dentistry	-	2	-	-	-	-	-	02
Total (In Weeks)	18	22	18	22	18	22	22	142

NOTE: Subject to college level adjustment.

Clinical methods in Medicine and Surgery for whole class will be for 2 weeks each respectively at the start of 3rd Semester.

* This posting includes Training in Radiodiagnosis and Radiotherapy where existent.

** This posting includes exposure to Rehabilitation and Physiotherapy.

*** This posting includes exposure to laboratory medicine and infectious diseases.

**** This posting includes exposure to dressing and Anaesthesia

***** This includes maternity training and Family medicine and the 3rd Semester posting shall be in Family Welfare Planning.

7. **A). ATTENDANCE:**

75% of attendance in a subject for appearing in the university examination is compulsory inclusive of attendance in non-lecture teaching i.e. seminars, group discussions, tutorials, demonstrations, practicals, hospital (Tertiary, Secondary, Primary) posting and bed side clinics, etc.

B). INTERNAL ASSESSMENT:

- (i) It shall be based on day to day assessment (see note), evaluation of student assignment, preparation for seminar, clinical case presentation etc;
- (ii)
 - (a) The process of Internal Assessment shall be uniform in each subject in the matter of frequency, methodology of assessment and declaration of result as decided by the Committee of Courses and Studies of the Department concerned.
 - (b) The students should be informed well in advance about the time schedule of Internal Assessment and other conditions governing it.
 - (c) The Departments should declare the result of Internal Assessment within prefixed period as decided by the Committee of Courses & Studies.
 - (d) Students, appearing in supplementary examinations after failing in Annual Examinations, shall have another Internal Assessment before Supplementary Examinations. Greater of the two scores of Internal Assessments (1. Internal Assessment held before the Annual Examinations and 2. Internal Assessment held between Annual and Supplementary Examinations) would be taken into account for Supplementary Examinations.
- (iii) Day to day records should be given importance during internal assessment;
- (iv) Weightage for the internal assessment shall be 20% of the total marks in each subject;
- (v) Student must secure at least 35% marks (combined in theory & practical) of the total marks fixed for Internal Assessment in a particular subject in order to be eligible to appear in final University Examination of the subject.

Note: Internal assessment shall relate to different ways in which students participation in learning process during Semesters is evaluated. Some examples are as follows:

- i) Preparation of subject for students seminar.
- ii) Preparation of a clinical case for discussion.
- iii) Clinical case study problem solving exercise.

- iv) Participation in Project for health care in the Community/P. S.M.
(Planning stage to evaluation).
- v) Proficiency in carrying out a practical or a skill in small research project.
- vi) Multiple choice questions (MCQ) test after completion of a system/teaching.

Each item tested shall be objectively assessed.

8. **EXAMINATIONS:**

(a) There shall be 4 Examinations:-

- i) 1st Professional MBBS Examination shall be held between 7th July to 23rd July.
- ii) 2nd Professional MBBS Examination shall be held between 1st to 16th December.
- iii) 3rd Professional (part-I) 16th November to 6th December.
- iv) 3rd Professional (part-II) 25th November to 16th December.
- v) The Supplementary examination shall be held within 6 months of the corresponding Professional examination.

(b) There will be no Bar on Chances to Pass in the Subjects of 1st Professional MBBS.

(c) A student who fails in the 2nd Professional Examination, shall not be allowed to appear in 3rd Professional Part-I Examination unless he passes in all subjects of 2nd Professional Examination.

(d) Passing in 3rd Professional (Part-I) examination is not compulsory before entering for 8th and 9th Semester training. However passing of 3rd Professional (Part-I) is compulsory for being eligible for 3rd Professional (Part-II) examination.

SCHEME OF UNDER-GRADUATE EXAMINATION & DISTRIBUTION OF MARKS:

A. First Professional Examination: (Pre-clinical subjects):-

Subjects consist of:

- a. Anatomy
- b. Physiology
- c. Bio-chemistry

a. Anatomy:

Theory-Two papers of 50 marks each

(One applied question of 10 marks in each paper) 100 marks

Oral (Viva) 20 marks

Practical 40 marks

Internal Assessment	
(Theory - 20; Practical - 20)	40 marks
Total	200 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

b. Physiology:

Theory-Two papers of 50 marks each	
(One applied question of 10 marks in each paper)	100 marks
Oral (Viva)	20 marks
Practical	40 marks
Internal Assessment	
(Theory - 20; Practical - 20)	40 marks
Total	200 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

c. Bio-chemistry:

Theory-Two papers of 50 marks each	
(One applied question of 10 marks in each paper)	100 marks
Oral (Viva)	20 marks
Practical	40 marks
Internal Assessment	
(Theory - 20; Practical - 20)	40 marks
Total	200 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

B. Second Professional Examination: (Para-clinical subjects):-

Subjects consist of:

- a. Pathology
- b. Micro-biology
- c. Pharmacology
- d. Forensic Medicine

a. Pathology:

Theory-Two papers of 40 marks each

(One applied question of 10 marks in each paper) 80 marks

Oral (Viva) 15 marks

Practical 25 marks

Internal Assessment

(Theory - 15; Practical - 15) 30 marks

Total 150 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

b. Micro-biology:

Theory-Two papers of 40 marks each

(One applied question of 10 marks in each paper) 80 marks

Oral (Viva) 15 marks

Practical 25 marks

Internal Assessment

(Theory - 15; Practical - 15) 30 marks

Total 150 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals's.

c. Pharmacology:

Theory-Two papers of 40 mark each. Containing one question on clinical therapeutics 80 marks

Oral (Viva)	15 marks
Practical	25 marks
Internal Assessment (Theory-15; Practical - 15)	30 marks
Total	150 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

d. Forensic Medicine:

Theory one paper 40 marks	40	marks
Oral (Viva)	10	marks
Practical / Clinicals	30	marks
Internal Assessment (Theory - 10; Practical - 10)	20	marks
Total	100	marks

C.Third Professional Examination: (Clinical Subjects):

3rd Professional (Part-I) - MBBS Course consist of:

- Ophthalmology
- Oto-Rhino-Laryngology
- Community Medicine

a. Ophthalmology:

Theory: One paper	40 marks
(Should contain one question on pre-clinical and para-clinical aspects, of 10 marks)	
Oral (Viva)	10 marks
Clinicals	30 marks
Internal Assessment (Theory - 10; Practical – 10)	20 marks
Total	100 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

b. Oto-Rhino-Laryngology:

Theory: One paper	40 marks
(Should contain one question on pre-clinical and para-clinical aspects, of 10 marks)	
Oral (Viva)	10 marks
Clinicals	30 marks
Internal Assessment	
(Theory - 10; Practical - 10)	20 marks
Total	100 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practical.

c. Community Medicine:

Theory: Two papers of 60 marks each [Including problem solving, applied aspects of Management at primary level including essential Drugs, occupation (agro based) diseases, rehabilitation And social aspects of community.	120 marks
Oral (Viva)	10 marks
Practical / Project evaluation	30 marks
Internal Assessment	
(Theory - 20; Practical - 20)	40 marks
Total	200 marks

Pass: A candidate must obtain 50% in aggregate with a minimum of 50% in Theory including Orals and minimum of 50% in Practicals.

9. Examination Centers

1. University examination centers will be notified by the university.
 2. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
10. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
11. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
12. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 57**B.A.M.S. (AYURVEDACHARYA)****(BACHELOR OF AYURVEDIC MEDICINE AND SURGERY)**

1. The B.A.M.S. (Ayurvedacharya) course shall be of the duration of 5 academic years with an internship of 6 months.

2. ADMISSION TO THE MEDICAL COURSE:

A candidate shall be eligible for admission to the course of study for the Medical Degree (BAMS) provided: -

- (i) He/She has completed the age of 17 years on or before 31st December in the year of commencing the prescribed Academic Session of the said course.
- (ii) He/She has passed qualifying examination as under:-
 - a. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent with required subjects i.e. Physics, Chemistry, Biology and English (Core).
 - b. The candidate must have secured a minimum of 50% marks taken together in Physics, Chemistry and Biology, however, in respect of candidates belonging to Scheduled Castes, Scheduled Tribes or Other Backward Classes, the marks obtained in Physics, Chemistry and Biology taken together in qualifying examination be 40% instead of 50% as above.

Admission Procedure

2. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications and process as per its convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria

before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.

(d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.

(e) The application form may be rejected due to any of the following reasons :

- The candidate does not fulfill the eligibility conditions
- The prescribed fees is not enclosed.
- The application form is not signed by the candidate and his/her parent guardian, wherever required.
- Supporting documents for admission are not enclosed.

(f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

3. Admission rules as framed by the University shall be applicable for all admissions from time to time.

4.

(i) No candidate shall be admitted to the degree of B.A.M.S. unless he has attended the prescribed regular course of study which covers a period of 5½ years after admission to the Faculty.

(ii) No candidate including the failures shall be eligible to appear in any University examination leading to the degree of B.A.M.S. unless he has completed a regular course of instructions which means attendance of at least 75% in the theory classes and 85% in the practical and clinical in the subject or subjects for the examination at which he intends to appear.

Provided that the attendance for the failures shall be counted on the basis of the classes held since their failure at the last examinations.

5. At the end of each of the five years there shall be an examination viz. –

(i) At the end of the first year First B.A.M.S. Examination.

(ii) At the end of the second year Second B.A.M.S. Examination.

(iii) At the end of the third year Third B.A.M.S. Examination.

(iv) At the end of the fourth year Fourth B.A.M.S. Examination.

(v) At the end of the fifth year Fifth B.A.M.S. Examination.

6. A candidate, who has completed satisfactorily the prescribed course of study of First B.A.M.S. in an affiliated college of the University for one academic session, will be eligible for appearing at the First B.A.M.S. Examination. The First B.A.M.S. examination will include the course curriculum approved by the Board of Studies and the Academic council of the University in accordance with the Medical Council of India.

7. Candidate who after passing the First B.A.M.S. examination of the University or its equivalent has prosecuted a regular course of study in a college affiliated to the University for one academic year shall be eligible for appearing at the second B.A.M.S. examination. The second B.A.M.S. examination shall include the course curriculum approved by the Board of Studies and the Academic council of the University in accordance with the Medical Council of India

Candidates before admitting to second B.A.M.S. examination shall produce a certificate having acquired proficiency in identification of common drugs and preparation of Medicines as per requirements of the syllabus.

8. A candidate who after passing the second B.A.M.S. examination of the University or its equivalent has prosecuted a regular course of study in a college affiliated to the University, for one academic year shall be eligible for appearing at the Third B.A.M.S. examination. The Third B.A.M.S. examination shall include the course curriculum approved by the Board of Studies and the Academic council of the University in accordance with the Medical Council of India

Candidates before admitting to Third B.A.M.S. Examination shall produce a certificate having acquired proficiency in identification of common drugs and preparation of Medicines as per requirements of the syllabus.

9. A candidate who after passing the Third B.A.M.S. examination of the University or its equivalent has prosecuted a regular course of study in a college affiliated to the University, for one academic year shall be eligible for appearing at the Fourth B.A.M.S.

examination. The Fourth B.A.M.S. examination shall include the course curriculum approved by the Board of Studies and the Academic council of the University in accordance with the Medical Council of India.

Candidates before admitting to Fourth B.A.M.S. Examination shall be required to produce a certificate having attended the hospital duty as mentioned in the scheme of examination.

10. A candidate who after passing the Fourth B.A.M.S. examination of the University or its equivalent has prosecuted a regular course of study in a college affiliated to the University, for one academic year shall be eligible for appearing at the Final B.A.M.S. examination. The Final B.A.M.S. examination shall include the course curriculum approved by the Board of Studies and the Academic council of the University in accordance with the Medical Council of India

11. There shall be two examinations in a year, one in the month of March-April and other in October-November.

12.

- a. A student shall be declared to have passed subject if he secures atleast the minimum pass marks in theory and practical separately in each subjects as given in the scheme.
- b. A student shall be declared to have passed examination if he has obtained the minimum pass marks in all subjects under the examination.
- c. A student who failed in one or more subjects will be allowed to keep term in the higher class, but he will not be allowed to appear in the higher class examination unless he has cleared the subject of the lower examination.
- d. No division in any of the B.A.M.S. examination shall be allowed.

13.

- a. Candidate securing 75% or more marks shall be deemed to have obtained distinction in the subject/subjects provided that the candidate passes all the

subjects of Examination without any failure and in the minimum prescribed period.

- b. Candidate securing more than 70% marks but less than 75% marks in a subject will be awarded a certificate of merit in the subject provided that the candidates pass all the subjects of the Examination without any failure and in the minimum prescribed period.

14. The medium of instructions and examination will be Hindi.

15. Notwithstanding anything contained in the aforesaid Ordinance an examinee, who fails in not more than two subjects but secures more than the minimum aggregate marks shall be given three grace marks to enable him to pass the examination.

16. Examination Centers

- a. University examination centers will be notified by the university.
- b. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

17. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.

18. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.

19. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 58**FACULTY OF MEDICAL SCIENCES****POSTGRADUATE (DEGREE / DIPLOMA) POST-DOCTORAL COURSES**

1. Postgraduate (PG) Medical Education in broad specialities shall be of three years duration in the case of Degree courses and two years in the case of Diploma courses after MBBS, and in the case of super specialities the duration shall be of three years after MD/MS/MDS/ **(DNB in case they have done thesis work)**.
2. This ordinance shall be applicable to all the University teaching departments / Schools of this University.
3. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.

4. ELIGIBILITY AND NOMENCALTURE FOR POSTGRADUATE/ POST DOCTORAL COURSES

The University shall award the Degree/ Diploma according to the nomenclatures given below i.e. from 4(A) to 4(E) and the new courses starting from time to time:

4. (A) M.D. (DOCTOR OF MEDICINE) for which candidates must possess recognized degree of MBBS (or its equivalent medical degree recognized by MCI):

1. Anesthesiology
2. Anatomy
3. Biochemistry
4. Community Medicine
5. Dermatology, Venerology & Leprosy
6. Forensic Medicine
7. General Medicine
8. Health Administration
9. Microbiology
10. Paediatrics
11. Pathology
12. Pharmacology
13. Physiology
14. Psychiatry
15. Pulmonary Medicine

16. Radio-diagnosis
17. Radio-therapy

4. (B) M.S. (MASTER OF SURGERY) for which candidates must possess recognized degree of MBBS (or its equivalent MCI recognized degree):

1. General Surgery
2. Obstetrics & Gynaecology
3. Ophthalmology
4. Orthopedics
5. Otorhinolaryngology

4. (C) DIPLOMAS for which candidates must possess recognized degree of MBBS (or its equivalent MCI recognized degree):

1. Allergy & Clinical Immunology (DACI)
2. Anesthesiology (D.A)
3. Dermatology, Venerology & Leprosy (D.V.D)
4. Health Administration (D.H.A)
5. Health Education (D.H.E)
6. Obstetrics & Gynaecology (D.G.O)
7. Ophthalmology (D.O)
8. Otorhinolaryngology (D.L.O)
9. Paediatrics (D.C.H)
10. Radio-diagnosis (D.M.R.D)
11. Radio-therapy (D.M.R.T.)
12. Radiation Medicine (D.R.M)
13. Tuberculosis & Chest Diseases (D.T.C.D)

4. (D) D.M (DOCTOR OF MEDICINE) for which candidates must possess recognized degree of M.D (or its equivalent MCI recognized degree) in the subjects shown against them:

Prior Requirements

1. Cardiology

MD (Medicine)

MD (Paediatrics)

2. Medical Gastroenterology	MD (Medicine)
	MD (Paediatrics)
3. Neurology	MD (Medicine)
	MD (Paediatrics)
4. Pulmonary Medicine	MD (Medicine)
	MD (Paediatrics)
	MD (Pulmonary Medicine)

4. (E) M.Ch. (MAGISTER CHIRURGIAE) for which candidates must possess recognized degree of M.S. (or its equivalent MCI recognized degree) in the subjects shown against them:

	Prior Requirements
Cardio Vascular & Thoracic Surgery	MS (Surgery)
Neuro-Surgery	MS (Surgery)
Paediatrics Surgery	MS (Surgery)
Plastic & Reconstructive Surgery	MS (Surgery)
Surgical Gastroenterology	MS (Surgery)

4(F) MDS (MASTER OF DENTAL SURGERY) for which candidates must possess recognized degree of BDS (or its equivalent DCI recognized degree):

1. Prosthodontics and Crown & Bridge
2. Periodontology
3. Conservative & Endodontics
4. Orthodontics & Dentofacial Orthopaedics
5. Oral & Maxillofacial Surgery
6. Paedodontics and Preventive Dentistry

Intake & Fees

As Per Ordinance No. 02 in accordance with the norms of Central Govt./ State Govt. / MCI / DCI.

Admission Procedure

5. Admission under these courses will be made as follows:

- (i) Students for above Courses shall be admitted based on performance at the competitive examinations held by Central government/State government/Universities or Institutions or through exams conducted by the University itself which will be as follows
 - a. The University will issue admission notifications and process as per directions of DCI/MCI/Govt. of M.P. Medical Education Department at the time of admission before the start of every cycle.
 - b. List of candidates provisionally selected for admission /short listed based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
 - c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
 - d. If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
 - e. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fee is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
 - f. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.

- g. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

6. The Post Graduate Degree/ Diploma shall consist of:
- a. Such courses (papers) as prescribed by the University in accordance with the norms of Central Govt./ State Govt. / MCI / DCI
 - b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University in accordance with the norms of Central Govt./ State Govt. / MCI / DCI and
 - c. Such scheme of examination as prescribed, by the University from time to time.
7. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University . The Academic council of the University on the recommendation of the concerned Board of Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

TRAINING PROGRAMME

8.

- (i) The training given with due care to the Postgraduate students in the recognized institutions for the award of various Postgraduate medical degrees/ diplomas shall determine the expertise of the specialists and/ or medical teachers produced as a result of the educational programme during the period of stay in the institution.
- (ii) All candidates joining the Postgraduate training programme shall work as 'full time Residents' during the period of training and shall attend not less than 80% (Eighty percent) of the imparted training during each academic year including assignments, assessed full time responsibilities and participation in all facts of the education process. Eligibility for examination will be as per rule / guidelines of MCI/DCI.
- (iii) The Courses Committee in such subject shall work out the details of training programme including syllabus/ curriculum as per the guidelines of MCI/DCI.

Each Institution, having Postgraduate training programme, shall set up an Academic Cell under the Principal/ Dean/ Director or a Senior Professor to

monitor the Postgraduate teaching and training according to the Ordinance of University.

The training programme shall be updated as and when required. The structured training programme shall be written up and strictly followed to enable the examiners to determine the training undergone by the candidates and the Medical Council of India Inspectors to assess the same at the time of inspection.

Postgraduate students shall maintain a record (log) book of the work carried out by them and the training programme undergone during the period of training including details of surgical operations assisted or done independently by M.S. / M.Ch. candidates.

The record (Log) books shall be checked and assessed periodically by the Faculty members imparting the training. Annual report through the Head of the Institution shall be submitted to the Faculty of Medical Sciences.

- (iv) During the training for degrees/ **Superspeciality** /diplomas to be awarded in clinical disciplines, there shall be proper training in basic medical sciences related to the disciplines concerned; during the training for the degrees to be awarded in basic medical sciences, there shall be training in applied aspects of the subjects; and there shall be training in allied subjects related to the disciplines concerned. In all Postgraduate training programmes, both clinical and basic medical sciences, emphasis is to be laid on preventive and social aspects and emergency care Facilities for autopsies, biopsies, cytopsies, endoscopy and imaging etc. also be made available for training purposes.
- (v) The Postgraduate students shall be required to participate in the teaching and training programmes of Undergraduate students and interns.
- (vi) Training in Medical Audit, Management, Health Economics, Health information Systems, basics of statistics, exposure to human behaviour studies, knowledge of pharmacology economics and introduction to non-linear mathematics shall be imparted to the Postgraduate students.

(vii) Implementation of training programmes for the award of various Postgraduate degrees and diplomas shall include the following:

DOCTOR OF MEDICINE (M.D.)/ MASTER OF SURGERY (M.S)

(i) Basic Medical Sciences

The teaching and training of the Students shall be through Lecture, Seminars, Journal Clubs, Group discussion, participation in laboratory and experimental work, and involvement in research studies in the concerned speciality and exposure to the applied aspects of the subject relevant to clinical specialities.

(ii) Clinical Disciplines

The teaching and training of the Students shall include graded responsibility in the management and treatment of patients entrusted to their care; participation in seminars, journal clubs, group discussion, clinical meetings, **Grand** rounds, and Clinico-Pathological Conferences: practical training in diagnosis and medical and surgical treatment, **training** in the Basic Medical Sciences, as well as in allied clinical specialities.

Master of Dental Surgery (MDS)

The Teaching and practical training for students shall be through few didactic lectures, journal club, seminars, symposium and regular posting in clinics to acquire adequate skills and competency in managing various cases. All Post graduates will acquire teaching skills by participating in undergraduate teaching programmes. Participation in conferences/ advanced courses, clinico pathological conferences and posting/rotation in allied fields should be included.

DOCTOR OF MEDICINE (D.M.)/ MAGISTER CHIRURGIAE (M.Ch.)

The training programme shall be on the same pattern as for M.D./ M.S. in clinical disciplines, practical training including advanced Diagnostic. Therapeutic and Laboratory techniques, relevant to the subject of specialization. **Postgraduate Degree/Diploma/Superspeciality Residents in Surgical Specialties shall participate in surgical operation as well.**

DIPLOMAS

The Teaching and Training of students shall include graded clinical responsibility; lectures, seminars, journal clubs, group discussions and participation in Clinical and Clinico-pathological conferences, practical training to manage independently common problems in the speciality and training in the Basic Medical Sciences.

9. EXAMINATIONS:

- (i) The examinations shall be organized on the basis of **marking** system to evaluate and certify candidate's level of knowledge; skill, and competence at the end of the training. The examination for M.S., M.D., **MDS, D.M. M.Ch.** shall be held at the end of 3 academic years (six academic terms) and for diploma at the end of 2 academic years (four academic terms). An academic term shall mean six months training period.
- (ii) Each component of the examinations shall be evaluated by the marking system and the result will be recorded and communicated in terms of 'pass or fail'. A student, in order to pass the examinations, must secure a minimum grade equivalent to not less than 50% marks in theory as well as in practical/ clinical separately.

10. INTERNAL ASSESSMENT:

- (i) Student should be assessed on day to day performance as they shall be maintaining the log book, presenting journal clubs, seminars etc.
- (ii) The Internal Assessment should be done by the Faculty members of the concerned Department of the institutions.
- (iii) Minimum three tests, one at the end of the 1st year, 2nd at the end of the 2nd year and 3rd, three months before appearing in the final examination should be held and this should be exactly on the pattern of the Final examination.
- (iv) A Postgraduate student of a postgraduate degree course in broad specialties/super specialties would be required to present one poster presentation, to read one paper at a national/state conference and to present one research paper which should be published/accepted for publication/sent for publication during the period of his postgraduate studies so as to make him eligible to appear at the postgraduate degree examination. A certificate to this effect must be provided by the Head of the Institution at the time of issue of admit card.

Examination Centers

- 11. University examination centers will be notified by the university.
- 12. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.

General

- 13. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
- 14. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
- 15. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 59**ORDINANCE FOR THREE YEARS (SIX SEMESTERS)
UNDER GRADUATE DEGREE COURSES*****Course & Faculty***

1. This ordinance shall be applicable to all three years under graduate degree courses except those for which the university has separate ordinances. These courses shall be run on semester system.
 - a. At present the degrees covered under this ordinance are Bachelor of Computer Applications (BCA), Bachelor of Arts (B.A.), Bachelor of Commerce (B.Com), and Bachelor of Business Administration (BBA), Bachelor in Social Work (BSW), Bachelor of Science (B.Sc.).
 - b. These programmes are offered by concerned faculty approved by the Board of Studies and Academic Council.
 - c. More degree programme can be offered under this ordinance on the recommendations of the Board of Studies.
2. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

3. The duration of these courses of study shall extend over six semesters.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

4. Candidates seeking admission to these courses must have passed the Senior Secondary (12th) examination as specified below from any recognized Board or an equivalent.
 - B.A. - Passed 10+2 exam with any subject
 - B.C.A. - Passed 10+2 exam with any subject
 - B.Com. - Passed 10+2 exam with Commerce / Mathematics / Economics
 - B.B.A. - Passed 10+2 exam with any subject
 - B.S.W. - Passed 10+2 exam with any subject
 - B.Sc. - Passed 10+2 exam with Science
 - B.Sc.(Fashion Technology) - Passed 10+2 exam with any subject
 - B.Sc.(Fashion Marketing & Promotion) - Passed 10+2 exam with any subject
 - B.Sc.(Fashion Designing) - Passed 10+2 exam with any subject
 - B.Sc.(Fire Safety & Hazard Management) - Passed 10+2 exam with any subject

Candidates appearing for the 12th examination and awaiting for their results can apply. They will have to provide proof of passing the examination within 30 days of admission. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

5. Admission under these courses will be made as follows:

- (a) The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.
- (b) List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- (c) The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally. Such candidates, however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission cannot be granted. The candidate so admitted shall have to be present mark sheet of the qualifying examination within a month of the due date of admission, failing which the provisional admission shall be cancelled.
- (d) If a candidate admitted provisionally under (c) above could not obtain the marks to fulfill the requirements & eligibility criteria of the admission the provisional admission granted to him will be cancelled.
- (e) The application form may be rejected due to any of the following reasons :
 - The candidate does not fulfill the eligibility conditions
 - The prescribed fees is not enclosed.
 - The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - Supporting documents for admission are not enclosed.
- (f) Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- (g) Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

6. The under graduate course in semester system shall consist of:

- a. Such courses (papers) as prescribed by the University
- b. Such job internship, lab work, practical, in plant training, projects etc. as may be prescribed by the University and
- c. Such scheme of examination as prescribed, by the University from time to time.

7. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of Studies may change

- number of papers and /or marking scheme of the course after the due approval of Vice chancellor.
8. Number of core subjects in a semester will not be less than 3 (three) and will not more than 5, including of foundation course (if any).
 9. Each subjects having one or two theory papers as decided by the Board of Studies.

Medium Of Instructions And Examinations

10. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condo nation of Deficiencies

As Per Ordinance No. 05

Merit Lists

11. Merit list of first 10 candidates in the order of merit shall be declared at the end of each semester in each branch from amongst the candidates who have passed in one attempt.
12. Branch wise final merit list shall be declared by the University only after the main examination of the sixth and final semester for each degree, on the basis of the integrated performance of all the three years. The merit list shall include the first ten candidates securing at least First Division and passing all semesters in single attempts.

Maximum Duration of Completion of Course

13. A candidate has to complete the entire course of under graduate degree within a maximum period of six years from the session of first admission.

Examination Centers

14. University examination centers will be notified by the university.

General

15. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
16. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
17. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
18. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

ORDINANCE NO. 60**ORDINANCE FOR TWO YEARS (FOUR SEMESTER)
POST GRADUATE DEGREE COURSES****Course & Faculty**

1. This ordinance shall be applicable to all two years post graduate degree courses of Four Semester except those for which the university has separate ordinances. These courses shall be run on yearly system.
2. At present the degrees covers under this ordinance are Master of Science (M.Sc.) ,Master of Arts (M.A.) Master of Business Administration (M.B.A.), Master of Commerce (M.Com.) and Master in Social Work (MSW)
3. These Degrees may be followed by the specific area of specialization of the study to be reflected in the parentheses, as specified by the UGC like MA (English /Hindi /Sanskrit/Urdu /Political Science /History /Philosophy /Sociology / Geography /Maths /Economics /Public Admin. /Psychology /Rural Development /Drawing /Criminology / Education/ Physical Education /Yoga), M.Sc. (Physics / Maths / Chemistry/ Botany / Zoology / Statistics / Micro Biology/ Bio-Technology/ Criminology & Forensic Science/ Geology/ Fire Safety & Hazard Management / Fashion Designing / Textile Designing / Interior Designing / Animation / IT / CS / Environmental Science/ Home Science), M.Com. (Administration / International /Business), M.B.A. (HR / Finance / Insurance and Risk Mgt. / Supply Chain Mgt. / I.T./ Disaster Mgt./Retail Mgt./Port Folio and Investment /E-Commerce/ Banking Mgt./ Rural Mgt./International Business / Telecom. Mgt. /Fashion Merchandising / Operation Mgt./Environmental Mgt. / Project Mgt. / Hospital Mgt. / Urban Planning Mgt. / NGO Mgt. / Entrepreneurship Mgt. / Development Mgt./ Tourism, Travel & Hospitality Mgt. / Media Mgt. / Pollution Control Mgt. / Child Psychology Mgt. / Information Technology & System Mgt. / Operation & Research Mgt. / Material Mgt. /Construction Mgt. / Textile Designing Mgt. / Interior Designing Mgt.) and Master of Music etc.
4. These courses are offered by the concerned Faculty after the approval of concerned Board of Studies and Academic Council.
5. More degree programmes can be offered under this ordinance on the recommendations of the Board of Studies.

6. The ordinance shall be applicable to all the University teaching departments/Institutes /Schools of this University.

Duration

7. The duration of these courses of study shall extend over two years of Four Semester.

Intake & Fees

As Per Ordinance No. 02

Academic Year

As Per Ordinance No. 02

Eligibility

8. Candidates seeking admission to these courses must have passed the graduation course as specified below from any recognized University or an equivalent body.
- M.B.A. - Bachelor degree (Hons. /Pass) from any recognized university in any discipline (such as commerce, arts, science, engineering, management etc.)
 - M.Com. - Bachelor of Commerce (Hons. /Pass) or BBA or Bachelor of Arts with Economics (with at least 45% marks in Economics) or B.A. with Commerce, Marketing or Insurance as a subject.
 - M.Sc. (Physics) - Bachelor degree (Hons. /Pass) with Physics as a major subject from any recognized University.
 - M.Sc. (Maths) - Bachelor degree (Hons. /Pass) with Mathematics/Statistics as a major subject from any recognized University.
 - M.Sc. (Chemistry) - Bachelor degree (Hons. /Pass) with Chemistry as a major subject from any recognized University.
 - M.A. (any Subject) - Bachelor degree (Hons. /Pass) from any recognized university in any discipline.
 - MSW - Bachelor degree (Hons. /Pass) from any recognized university in any discipline.
 - M.Sc. (Zoology) - Bachelor degree (Hons. /Pass) with Botany/PCB as a major subject from any recognized University.

- M.Sc. (Microbiology/BioTechnology) - Bachelor degree (Hons. /Pass) with Microbiology /PCB as a major subject from any recognized University.
 - M.Sc. (Agriculture) - Bachelor degree (Hons. /Pass) with Agriculture as a major subject from any recognized University.
 - M.Sc. (Forensic Science) - Bachelor degree (Hons. /Pass) from any recognized University.
 - M.Sc. (Geology) - Bachelor degree (Hons. /Pass) with Geology as a major subject from any recognized University.
 - M.Sc. (Environmental Science) - Bachelor degree (Hons. /Pass) with PCM/PCB as a major subject from any recognized University.
 - M.Sc. (Maths) - Bachelor degree (Hons. /Pass) with Maths as a major subject from any recognized University.
 - M.Sc. (Library Science) - Bachelor degree (Hons. /Pass) with Library Science as a major subject from any recognized University.
 - LL.M - Bachelor degree (Hons. /Pass) of LL.B from any recognized University.
 - M.Sc. (I.T.) - Bachelor degree (Hons. /Pass) with I.T./C.S. as a major subject from any recognized University.
 - M.Sc. (Computer Sc.) - Bachelor degree (Hons. /Pass) from any recognized University.
 - M.Sc. (Computer Sc.) Lateral Entry II Year - Bachelor degree (Hons. /Pass) and PGDCA from any recognized University.
 - M.Music - Bachelor degree (Hons. /Pass) from any recognized University
9. Candidates appearing for their final year/semester of graduation examination and awaiting for their results can apply. They will have to provide proof of passing the degree, within 15 days of admission.
10. Eligibility for new courses under this ordinance shall be defined by the Academic Council of the University.

Admission Procedure

11. Admission under these courses will be made as follows:

- a. The University will issue admission notifications and process as per it's convince at the time of admission before the start of every cycle.

- b. List of candidates provisionally selected for admission /shortlisted based on merit will be displayed on the notice board of the University/ University's website/or the students will be informed directly of their admission after the last date of application.
- c. The candidates whose results of the qualifying exam are awaited can also apply who will be admitted provisionally as per the process decided by the academic council. Such candidates however, must produce the previous year mark sheet /School/College certificates, as a proof for required eligibility criteria before the due date failing which, the provisional admission granted will be cancelled.
- d. The application form may be rejected due to any of the following reasons :
 - (i) The candidate does not fulfill the eligibility conditions
 - (ii) The prescribed fees is not enclosed.
 - (iii) The application form is not signed by the candidate and his/her parent guardian, wherever required.
 - (iv) Supporting documents for admission are not enclosed.
- e. Enrollment / Registration number will be assigned to the student by the University after verification & submission of all the necessary documents/fees.
- f. Admission rules as framed by the University shall be applicable for all admissions from time to time.

Course Structure

- 12. The post graduate course in semester system shall consist of:
 - a. Such courses (papers) as prescribed by the University
 - b. Such job internship, lab work, practical, in-plant training, projects etc. as may be prescribed by the University and
 - c. Such scheme of examination as prescribed, by the University from time to time.
- 13. The course curriculum of each course shall be approved by the concerned Board of Studies and the Academic council of the University. The Academic council of the University on the recommendation of the concerned Board of

Studies may change number of papers and /or marking scheme of the course after the due approval of Vice chancellor.

Medium Of Instructions And Examinations

14. The medium of instructions and examinations shall be either Hindi or English.

Examination – Promotion to Higher Semester Award of Credits and Grades, Division and Condonation of Deficiencies

As Per Ordinance No. 05

Merit Lists

15. Merit list of first 10 candidates in the order of merit shall be declared at the end of each year in each branch from amongst the candidates who have passed in one attempt.
16. Branch wise final merit list shall be declared by the University only after the main examination of the second and final year for each degree, on the basis of the integrated performance of all the two years. The merit list shall include the first ten candidates securing at least First Division and passing all papers in single attempts.

Maximum Duration of Completion of Course

17. A candidate has to complete the entire course of post graduate degree within a maximum period of four years from the session of first admission.

Examination Centers

18. University examination centers will be notified by the university.

General

19. For matters not covered in this specific ordinance general rules and regulation of SVN University regarding specific courses are applicable.
20. In matters of admission, attendance, examinations and in all other matters not provided in this ordinance, the courses shall be governed by the provisions of the relevant ordinances of the same in the University so far as they are not inconsistent with the provisions of this ordinance.
21. In case of any dispute/ambiguity, the ruling of the Vice Chancellor shall be final. However on the recommendations of the Academic Council the Vice-Chancellor shall be competent to change the System/Pattern of the examination.
22. In case of any dispute, the matter shall be decided under the Jurisdiction of District Court, Sagar.

भाग ४ (ग)**अंतिम नियम****उच्च शिक्षा विभाग**

मंत्रालय, वल्लभ भवन, भोपाल

प्रथम परिनियम

Bhopal, the 11th July 2012

No. – R-344/cc/2012/38 In exercise of the powers conferred by sub-section (1) of Section 26 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 the State Government hereby makes, the first Statute of the A.K.S. University Sherganj ,Panna Road, Satna (M.P.) is here by published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 under section 35. The first Statute of the University shall come in to force from the date of notification.

THE FIRST STATUTE

By order and in the name of the Governor of Madhya Pradesh,
C. B. PADWAR, Dy. Secy.

STATUTES NUMBER-01**SHORT TITLE, SCOPE AND COMMENCEMENT**

1. The “Statutes” means the Statutes of AKS University, Satna.
2. These Statutes shall come into force with effect from the date of the notification in official state Gazette.
3. The Statutes are in conjunction with the provision of Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007 (No. 17 of 2007). If there be any difference in the provision of the Act or Rules and the Statutes, the provision of the Act or Rules will prevail.
4. Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Act, and the amended Statutes, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

STATUTES NUMBER-02**DEFINITION**

In the statutes unless the context otherwise requires;

1. "Act" means the Madhya Pradesh Niji Vishwavidyalaya (Sthapna Avam Sanchalan) Adhiniyam, 2007.
2. "University" means AKS University, Satna.
3. "Seal" means the Common Seal of the University.
4. "Ordinance" means the ordinances of the University made under the provisions of the Act.
5. "Rules & Regulation" means the Rules and Regulations of the University made under the provisions of the Act.
6. All the word and expressions used herein and defined in the Act and the Rules shall have the meaning respectively assigned to them in the Act and the Rules.
7. "Decided by the University/ University may decide/ Decision of the University" means as decided by the Vice-Chancellor with the approval of the Chancellor.
8. "Executive Committee" means the Executive Committee of the Sponsoring Body.
9. "Board of Studies" means the Board of Studies of the University Teaching Departments/ Schools/ Centres/ Institutes/ Faculties of the University.
10. "Faculty" means Faculty of the University with a number of departments/centres/ schools/ institutes grouped together; some faculties could be single department faculty also located within the University main campus.
11. "Centre" means research centre, training centre, extension centre, or centre of excellence of the University located within the main campus.
12. "Schools" means the various schools of studies comprised within a faculty or may be a separate entity of the University located within the main campus.
13. "Institute" means the various Institutes of the University meant for the purpose of imparting education in any one specific stream or a group of stream/ discipline of sphere of knowledge, located within the main campus.
14. "Department" means the various University Teaching Departments of the Faculty/Institute/Centre of the University located within the main campus.

15. "Course(s)" means prescribed area(s) or course(s) of study or programme(s) and/ or any other component(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the University.
16. "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s)/programme(s) of the University.
17. "Examination" means the examinations of the various courses/ programmes of the studies conducted by the University.
18. "Teacher" means the persons appointed by the University for the purpose of imparting education and for other academic works to the students of the University.
19. "Student" means person who is registered and admitted in a course/programme of studies in the University.
20. "Regular Education" means and includes all traditional methods as well as the new innovative approaches for delivering instructions, teaching-learning, study & learning resources and all activities related to education directly by teacher or through the use of all latest technologies like, video conferencing, webinar, face-to-face, e-learning, Online etc. synchronously to students in the classes or otherwise; it also includes the various innovative & creative modes and approaches of imparting education by way of class room teaching, conducting practicals in labs, group discussions, presentations, seminars, workshops, field works, industrial visit, industrial training, project work, dissertation & thesis and other assignments and all other forms and means of imparting education by the University to the students.
21. "Academic Year" means a period of nearly twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "term" as stipulated in the Ordinances.
22. "Academic Calendar" means the academic calendar of the University.
23. "Convocation" means the convocation of the University.
24. "Officer" means the officer of the University.
25. "Employee" means any person appointed by the University and includes teachers and other staff of the University.
26. The term "he, him and his" includes the feminine gender also.

STATUTES NUMBER-03
SEAL OF THE UNIVERSITY

The University shall have a Common Seal to be used for the purposes of the University and the design of the seal shall be as decided by the University, subject to further change or amendment as deemed necessary from time to time. The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expressions, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government. Changes (if any) in the above, shall be communicated to the Regulatory Commission for information and record.

STATUTES NUMBER-04
OBJECT OF THE UNIVERSITY

Apart from the objectives of the University described in Section 3 of the Act, the University shall also have the following objectives;

1. To collaborate with other Universities, Academic & Research Institutions, Academic Associations, industries, Government and Non-Government Organisations in India/abroad, towards fulfillment of objectives of the University and its all kinds of stake holders spreading through out the world.
2. To pursue any other objectives as may be approved by the State Government based on the recommendations of the Regulatory Commission or by the University from time to time.

STATUTES NUMBER-05
APPOINTMENT, TERM AND CONDITION AND POWER OF
THE CHANCELLOR

1. In accordance with the Act, the Chancellor shall be appointed by the sponsoring body with the approval of the Visitor. The Executive Committee of the sponsoring body shall, by simple majority, finalise the name of the Chancellor. The Secretary or the Chairman of the sponsoring body shall send the name, along with a copy of bio-data of the proposed Chancellor, to the Visitor for approval. After Visitor's approval the Chancellor shall be appointed by the sponsoring body.
2. The Chancellor shall be the head of the University.
3. The Chancellor shall exercise powers as specified in Section 16 of the Act.
4. The Chancellor shall preside over the meeting of the Governing Body and shall, when the Visitor is not present, preside over the convocation of the Private University for conferring degree, diploma or other academic distinctions.
5. The Chancellor shall hold office for a period of five years and shall be eligible for reappointment with the approval of Visitor following the procedures laid down above under the clause (1) of this statute. Provided that the Chancellor shall not with standing the expiry his term may, continue to hold his office until of he/her is reappointed or his successor enter upon his office.
6. In case of the any emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes his office or the new Chancellor is appointed. However, this period will not exceed six months.
7. It shall be the duty of the Chancellor to ensure that the Act, the Rules, the Statutes, the Ordinances and the Regulations are faithfully observed.
8. The Chancellor shall exercise general control over the affairs of the University and decision of the Chancellor shall be final for the University for all the administrative, financial, academic matters and any other matter herewith.
9. The Chancellor shall be entitled to receive honorarium, expenses, allowances and vehicle facility as may be decided by the Sponsoring Body.
10. The Chancellor shall have following Powers:
 - (a) To appoint and remove the Vice-Chancellor,
 - (b) To call for any information or record of the University,

(c) Such other power as may be enforced by the Statutes and Ordinances of the University.

11. In a special meeting called for the purpose, the Executive Committee of the Sponsoring Body may consider a "No Confidence Motion" against the Chancellor and, if passed by two thirds majority, the Sponsoring Body shall remove the Chancellor with immediate effect and propose a new name to the Visitor as per clause (1) of this Statutes.
12. The Chancellor may by writing under his hand addressed to the Sponsoring body Chairman, resign his office. The Sponsoring body after due consideration shall accept his resignation and inform to the Visitor and start the proceeding to propose a new name of Chancellor to the Visitor as per clause (1) of this Statutes. However, the Sponsoring Body after accepting resignation of the Chancellor, to make the alternative arrangement may consider the name of any person within the University.

STATUTES NUMBER-06
APPOINTMENT, TERM AND CONDITION AND POWER OF
THE VICE-CHANCELLOR

1. The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the selection committee constituted for the purpose.
2. The selection committee, referred to in clause (1), above shall consist of the following members, Namely:-
 - i. Two eminent person from academics/industry nominated by the Sponsoring Body; and
 - ii. One eminent person nominated by the State Government.
3. The Chancellor shall appoint one of the members of the selection committee as Chairman if needed. Otherwise the Chancellor himself may be the Chairman.
4. The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor:
 Provide that if the Chancellor does not approve the recommendation of the selection committee, he may call for fresh recommendation from the selection committee.
5. Notwithstanding anything contained in the foregoing clause, the Chancellor may appoint the first Vice-Chancellor for a period of two year to conduct the affairs of the University.
6. The Vice-Chancellor shall, subject to the provision contained in clause (1) above, hold office for a term of four year according to the provisions of clause (6) of Section 17 of the Act.

Provided that, on the expiry of his term, the Vice-Chancellor shall be eligible for reappointment. The proposal for reappointment of the Vice-Chancellor shall be considered by the Sponsoring Body atleast three month before the expiry of his term, and if approved by the Sponsoring Body, the proposal shall be sent to the chancellor for his approval. After Chancellor's approval the Vice-Chancellor will be reappointed by the Chancellor for another term. The age limit for the Vice-Chancellor shall be as per UGC norms.

Provided further that, in case of an emergency like illness, long absence, resignation or death of a Vice-Chancellor, the Chancellor shall assign the duties of the Vice-Chancellor to a senior Professor of the University. However this period of interim arrangement shall not exceed more than six months.

7. The Vice-Chancellor shall have power to constitute such committee as he/she deems necessary to help him/her in the discharge of the duties entrusted to him/her by or under the Act/Statutes but not contrary to the committee/s appointed by Chancellor.
8. Apart from exercising all such power as described in Section 17 of the Act, the Vice-Chancellor shall also exercise power prescribed in the Statutes.
9. The emoluments and other conditions of services of the Vice-Chancellor shall be as decided by Sponsoring Body from time to time.
10. Vice-Chancellor shall be responsible to ensure that the Act or the Rules, the Statutes, the Ordinances and the regulations are faithfully observed.
11. To exercise such power as may be necessary or expedient to carrying into effect the order/instruction of the Governing Body/Board of Management or various authorities or bodies of the university and to discharge such other function as may be assigned to him from time to time by the chancellor to whom he shall be responsible for the same. To perform such other duties as may, from time to time, be entrusted to him by the Statutes, Ordinance or Regulations.
12. The Vice-Chancellor shall cause the budget to be made by the board of management of the University. He may also decide to delegate his power to other officers of the University with the approval of Chancellor.
 - I. Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions, direction or order of all authorities of the University.
 - II. Vice-Chancellor have the power to grant leave, proper maintenance of discipline in the University, convene the meetings of different bodies constituted by University, to appoint on sanctioned and vacant post of teaching staff as per procedure.
 - III. Vice-Chancellor shall have the power to appoint persons as may be considered necessary by the academic council for the functioning of the University with the concurrence of the Board of Management.
 - IV. Vice-Chancellor have power to appoint such a persons for a short term not exceeding six months at a time, considered necessary for the functioning of University with the prior approval of Chancellor.
13. The Vice-Chancellor may by writing under his hand addressed to the chancellor resign his office at least one prior notice or by depositing the one month salary/ remuneration.
14. If at any time upon representation made or otherwise, it appears to the Chancellor that the Vice-Chancellor :-

- (a) has made default in performing any duty imposed on him by or under this Act; or
- (b) has acted in a manner prejudicial to the interest of the University; or
- (c) has found to involve in any type of corruption, sexual harassment or deliberately harm the image of the University ; or
- (d) is incapable of managing the affairs of the University; or
- (e) his integrity shall be doubt full; or
- (f) is using/ promoting unethical work culture; or
- (g) has involved in any unsocial & immoral turpitude;

the Chancellor may, notwithstanding the fact that the term of office of Vice-Chancellor has not expired, by an order in writing, without assigning any reason (or stating the reasons therein, if necessary), require the Vice-Chancellor to relinquish his office from such date as may be specified in the order.

15. No order under clause (14) shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-Chancellor and he is given reasonable opportunity of showing cause against the proposed order.

16. In absence of the Visitor and Chancellor shall preside over convocation of the University.

STATUTES NUMBER-07**APPOINTMENT, TERM AND CONDITION AND POWER OF
THE REGISTRAR**

1. The Registrar shall be a full time salaried officer of the university and shall discharge his duties under general superintendence and control of the Vice-Chancellor and Chancellor.
2. All contracts shall be signed and all documents and record shall be authenticated by the Registrar on the behalf of the University.
3. The Registrar shall be the member-secretary of the Governing Body, Board of Management and Academic Council but he shall not have the Right to Vote.
4. The appointment of the Registrar shall be made by the Chancellor through Governing Body on the recommendation of the expert committee/ selection committee constituted for the purpose. However, the first registrar shall be appointed by sponsoring body as per clause 18(1) of the Act. The subsequent Registrar, other than the first Registrar, shall be appointed by the Governing Body on the recommendation of the Expert Committee/ selection committee. The Expert Committee/ selection committee shall consist of :
 - i. Vice-Chancellor (Chairman),
 - ii. Nominee of the Chancellor,
 - iii. Two Nominees of the Sponsoring Body,
 - iv. One expert member approved by the Chancellor.
 - v. One observer nominated by the Chairman, Regulatory Commission.

However the quorum for expert committee/ selection committee shall be minimum three.

5. The University shall follow the following procedure for the selection of the registrar :
 - i. The university shall invite application for the post, through the process of an advertisement in the University website/job portals or /and News papers.
 - ii. A summary of the candidates applied for the post shall be prepared by the Committee consisting of three senior staff members of the University, approved by the Chancellor for this purpose.
 - iii. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to Governing Body for its approval.
 - iv. After the approval from the Governing Body the Chancellor shall issue the appointment latter.

- v. If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued.
6. When the office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
7. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, for the following reasons:
- (a) has made default in performing any duty imposed on him by or under this Act; or
 - (b) has acted in a manner prejudicial to the interest of the University; or
 - (c) has found to involve in any type of corruption, sexual harassment or deliberately harm the image of the University ; or
 - (d) is incapable of managing the affairs of the University; or
 - (e) his integrity shall be doubt full; or
 - (f) is using/ promoting unethical work culture; or
 - (g) has involved in any unsocial & immoral turpitude;

Or if it appears to the Chancellor that the situation so warrants that continuance of the Registrar is not in the interest of the university, the Chancellor may instruct to Vice-Chancellor to issue the show cause notice to the Registrar to explain the matter, and there after if the authorities are not satisfied with the explanation submitted by the Registrar then Vice-Chancellor may request to the Chancellor for the removal of the Registrar. The Chancellor's decision shall be final in the matter.

Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard before the Chancellor.

8. The Registrar shall receive pay and other allowances as decided by the Sponsoring Body from time to time.
9. The age of retirement of Registrar shall be sixty five years/ as per the state Government/ UGC norms.
10. Duties of the Registrar shall include:
- i. To be the custodian of the records, properties and the Common Seal of the University, as the Governing Body may decide.

- ii. To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and any other committee.
- iii. To issue notices conveying the date of meeting of the University authorities to the members and to make necessary arrangement for the conduction of the meeting and also for other assigned duties by the Governing Body/ board of Management/ Chancellor from time to time. He will render desired assistance.
- iv. The registrar shall provide the copies of the agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other bodies which are formed under the direction of the Vice-Chancellor, and shall record the minutes and send the same to the Vice-Chancellor and Chancellor. He shall also make available all such papers, documents and information as the Visitor/Chancellor/Vice-Chancellor may desire.
- v. To keep the minutes of all meeting of the Court, the Executive Council, the Academic Council, the Academics planning and Evaluation Board and any bodies or committee of the University appointed under the Act of which he is to act as Secretary.
- vi. To exercise all such power as may be necessary or expedient for carrying into effect the order of the Governing Body/Board of Management/Chancellor and the Vice-Chancellor or various authorities or bodies of the University and to discharge all such functions as assigned to him from time to time by the Chancellor/Vice-Chancellor to whom he shall be responsible for the same. To perform such other duties as may, from time to time, be entrusted to him by the Statutes, Ordinance or Regulations.
- vii. Subject to the control of the Vice-Chancellor, the Registrar shall have the power to appoint the Class III and Class IV staff of the University after the approval of the chancellor and likewise shall exercise disciplinary control over them.
- viii. The Registrar shall have the power to take disciplinary action against the non-teaching employees, technical and other supporting staff working in the University and can suspend and to withheld the salary, pending inquiry with the approval of the Vice-chancellor/Chancellor.
- ix. An appeal can be made to the Vice-Chancellor against any order of the Registrar. However before taking any decision by the Vice-Chancellor, the prior approval from the Chancellor shall be obtained. Even then if the employees is not satisfied than the aggrieved person/employee shall represent before Chancellor and the decision of the Chancellor shall be the final.

x. The Registrar shall OIC of Court cases of the University and sign power of attorney.

The registrar may by writing under his hand addressed to the Chancellor, through the Vice-Chancellor, resign his office at least one month prior notice or by depositing the one month salary in lieu of that.

11. Vice-Chancellor shall have power to take disciplinary action against Registrar if required. A appeal can be made by Registrar to Chancellor, Board of Management and Vice-Chancellor shall before Board of Management with in 30 days and recommend for action as the Vice-Chancellor may deem feet.

12. The Chancellor will be final authority to take decision on the appeal.

STATUTES NUMBER-98**APPOINTMENT, TERM AND CONDITION AND POWER OF
THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)**

1. The Chief Finance and Account Officer (CFAO) will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor.
2. The Chief Finance and Account Officer (CFAO) shall be responsible for handling accounts and finances of the University.
3. The appointment of the CFAO shall be made by the Chancellor on the recommendation of the selection committee constituted for this purpose. The selection committee shall consist of :
 - (i) Vice-Chancellor (Chairman),
 - (ii) Nominee of the Chancellor,
 - (iii) Two Nominees of the Sponsoring Body,
 - (iv) One expert member approved by the Chancellor.
 - (v) One observer nominated by the Chairman, Regulatory Commission.
 - (vi) Two finance expert member approved by Governing Body.

However the quorum for committee shall be minimum three.

4. The University shall follow the following procedure for the selection of the CFAO :
 - a. The university shall invite application for the post, through the process of an advertisement in the University website/job portals and/ or in News papers.
 - b. A summary of the candidates applied for the post shall be prepared by the Committee consisting of three senior staff members of the University, approved by the Chancellor for this purpose.
 - c. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to Chancellor for approval and appointment.
 - d. If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued.
5. When the office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
6. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, for the following reasons:

- (a) has made default in performing any duty imposed on him by or under this Act; or
- (b) has acted in a manner prejudicial to the interest of the University; or
- (c) has found to involve in any type of financial irregularity, corruption, sexual harassment or deliberately harm the image of the University ; or
- (d) is incapable of managing the affairs of the University,
- (e) his integrity shall be doubt full; or
- (f) is using/ promoting unethical work culture; or
- (g) has involved in any unsocial & immoral turpitude;

Or if it appears to the Chancellor that the situation so warrants that continuance of the CFAO is not in the interest of the university, the Chancellor may instruct to Vice-Chancellor to issue the show cause notice to the CFAO to explain the matter, and there after if the authorities are not satisfied with the explanation submitted by the CFAO then Vice-Chancellor may request to the Chancellor for the removal of the CFAO. The Chancellor's decision shall be final in the matter.

Provided that before taking such action of the removal, the CFAO shall be given an opportunity of being heard before the Chancellor.

7. The CFAO shall receive pay and other allowances as decided by the Sponsoring Body from time to time.
8. The age of retirement of CFAO shall be sixty five years/ as per the state Government/ UGC norms.
9. Duties of the CFAO shall includes:

- i. The CFAO shall be responsible for managing the Accounts and optimum use of Funds of the University, for maintaining the records properly, and for its regular audit. The CFAO shall be responsible for preparation of the annual and supplementary Budget of the University for presentation before the finance committee, preparation of balance sheet and other major accounts; maintenance and up keeping of the financial records, Conducting internal and external audits. Observation of various provisions, orders and instructions of various authorities of the university, timely payments of the loans, and other out standings, if any, of the

- University & regular disbursal of salary to the teachers, officers and staff of the University.
- ii. The CFAO shall supervise, control and regulate the working of Accounts and Finance section/department of the University, including its high-tech conversion.
 - iii. Creation and Maintenance of any such other finance related informations and records of the University as the Governing Body/ Finance Committee/ Board of Management /Chancellor may decide.
 - iv. CFAO shall discharge all such functions as assigned to him by the Governing Body/ Finance committee/Board of Management/Chancellor/Vice-Chancellor of the University including the duties as specified in appointment letter and responsible to report to Chancellor/Vice-Chancellor/Registrar.
 - v. The CFAO shall be responsible for ensuring that the University adheres to the all financial rules and regulations of statutory authorities and department of the State Government.
10. The CFAO may by writing under his hand addressed to the chancellor, through the Vice-Chancellor resign his office at least one month prior notice or by depositing the one month salary in lieu of that.

STATUTES NUMBER-09**GOVERNING BODY**

1. Formation of the Governing Body shall be, by inclusive of all members as mentioned in section 22 of the Act and also inclusive of The Registrar, The Chief Finance And Account officer, The Controller of Examinations and The Director (Administration & Planning), to support and provide all relevant informations during the meeting. The functioning of Governing Body shall be such as described in the Act & statutes.
2. The term of the nominated members of the Governing Body will be two years.
3. The Governing Body shall meet at least three times in a calendar year.
4. Apart from the power vested in the Governing Body according to the provisions under Section 22 of the Act, the Governing Body of the University shall have the following power and duties:
 - i. To make, review and approve, from time to time, the board policies, plans and procedure and suggest measures for the improvement and development of the University.
 - ii. To make recommendation on any matter referred to it by the Chancellor.
 - iii. To make recommendation to the Sponsoring Body for the creation of new posts of officer of the University.
 - iv. The Governing body may delegate any of its functions/powers to any authority/officers/body of the University. The power/functions so exercised should be reported to Governing Body in its subsequent meeting.
 - v. Such other power and duties as may be prescribed by the Chairman of the Sponsoring Body/Chancellor.
 - vi. To control functioning of the private university by using all such powers as are provided by this Act or the Statutes, Ordinances or regulations made thereunder.
 - vii. To review the decisions of other authorities of the private university, in case they are not in conformity with the provisions of this Act or the Statutes, Ordinances or regulations made thereunder.
 - viii. To approve the budget and annual report of the private university.
 - ix. To lay down the policies to be followed by the private university.
 - x. To recommend to the sponsoring body the liquidation of the private university, if a situation arises when the functioning of the private university is not possible.

STATUTES NUMBER-10
BOARD OF MANAGEMENT

1. Formation of the Board of Management shall be, by inclusive of all members as mentioned in section 23 of the Act and also inclusive of The Registrar, The Chief Finance And Account officer, The Controller of Examinations and The Director (Administration & Planning), to support and provide all relevant informations during the meeting. The functioning of Board of Management shall be such as described in the Act & statutes.

The Board of Management shall consist of the following Board of Management. members, namely:-

- (a) the Vice-Chancellor;
 - (b) two representatives nominated by the sponsoring body;
 - (c) two representatives nominated by the State Government;
 - (d) two senior most professors of the private university by rotation; and
 - (e) two senior most teachers of the private university other than in clause (d), by rotation.
2. The term of the nominated members of the Board of Management Body will be two years.
 3. The Board of Management shall meet once in every two months.
 4. The Board of Management shall be responsible to report the Finance Committee, Governing Body, the Chancellor.
 5. Power and function of the Board of Management shall be:
 - i. To consider the proposals, reports, submitted by the Academic Council and make recommendations thereon keeping in view of the feasibility & suitability of it and matching with the vision, mission & objective of the university.
 - ii. To consider proposals about launching of new courses, review of existing courses, and it's withdrawal (if needed), and / or modifications in terms of eligibility, duration, mode, course content inputs & features etc., keeping in view of competitive environment, it's scope, marketability and student strength, and then make it's recommendations/ suggestions to governing body/ finance committee & the chancellor.
 - iii. To lay down the procedure for effective & efficient Administration and Management of the affairs of the university.

- iv. To assist in preparing (if required) financial accounts together with audit report and Annual Report of the University as per the direction of finance committee and to place it before finance committee for its comments/appraisal and approval.
- v. To prepare the Annual/Supplementary Budget of the University and to place it before the finance committee for its consideration and approval.
- vi. To follow the Budget for Expenditure as approved by the Finance Committee.
- vii. To get approval of the Finance Committee before the implementation of such decisions of the Board of Management which may be having bearing on the finances of the University.
- viii. To recommend to Finance Committee and Governing Body for creating the post of teachers/officers/ ministerial and technical staff and the other officers/staff of the University.
- ix. Save as otherwise provided by the Act, or the Statutes, to appoint the officers, teachers, teaching associates and research associates, other staff & employees of the University other than the Vice-Chancellor, the Registrar, the Director (Administration & Planning), the Chief Finance and Account Officer and the Controller of Examination, to define their duties and the conditions of their service, and to provide suggestions/instructions to concerned authorities/officers of the University for the filling of vacancies in their posts and to institute adjunct professorship/ visiting professorship/professor emeritus .
- x. To make from time to time, the broad policies plans and procedures and suggest measures for the improvement and development of the University.
- xi. To perform any other functions as may be assigned by the Governing Body/Finance Committee/Chancellor along with Statutes of the University.
- xii. Shall execute all order, directions & instructions, issued by the Chancellor from time to time; and report them accordingly.

STATUTES NUMBER-11
FORMATION, POWER, DUTIES AND FUNCTION OF
THE ACADEMIC COUNCIL

1. The Academic Council of the University shall consist of the following members:
 - (i) The Vice-Chancellor (Chairman),
 - (ii) Nominee of the Chancellor, (Member)
 - (iii) The Deans of Faculties of the University, (Member)
 - (iv) The Heads of the University Teaching Departments/Schools/Centre of excellence/Institutes of the University, (Member)
 - (v) Three senior most Professors of the University Teaching Departments/Schools/Centre of excellence/Institutes of the University, nominated by the Chancellor other than above sub clause (iii) & (iv), (Member)
 - (vi) Five representatives from amongst the Scientist/ Educationists/ Technologists/ Eminent Persons / persons from industries nominated by the Chancellor. (Member)
 - (vii) Two professors from state/central Universities/Organizations nominated by the Chairman, Regulatory Commission. (Member)
 - (viii) The Registrar (Member Secretary)
2. The Vice-Chancellor, as the Chairman, shall preside over the meetings of the Academic Council and in his absence; any Dean nominated by the Chancellor shall preside over the meeting.
3. The Registrar shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the Chancellor shall act as the Secretary.
4. One third of the members of the Academic Council including the Chairperson shall form the quorum at a meeting. Provided that no quorum shall be necessary for adjourned meeting. Ordinarily seven days prior notice shall be given for all meeting of the Academic Council.
5. The term of the nominated members of the Academic Council will be two years.
6. Subject to the provisions of the Act, the Academic Council shall have the following powers, duties and functions, namely,

- (i) To co-opt as members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The members so co-opted shall have all the rights of the members of the council in regard to the transaction of the business in relation to which they may be co-opted.
- (ii) The Academic Council shall be the principal academic body of the University and shall, co-ordinate and exercise general supervision over the academic policies/affairs of the University.
- (iii) To promote research and development in all related academic activities in the University with the emphasis on Uniqueness, Excellence, Creativity, Innovation, and Perfection.
- (iv) To make recommendations to the Governing Body on the proposals received from the different faculties/School/Center of excellence/Institute of the University, for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.
- (v) To exercise general supervision over the academic policies of the University and to give directions regarding the teaching methodology, evaluation and examination of students and evaluation of research patterns or improvements in academic standards to achieve the excellence.
- (vi) To consider matters of general academic interest either on its own initiative or on a reference made by a faculties/School/Center of excellence/Institute or the Board of Management or the Governing Body, or in exceptional case by any stakeholder and to take appropriate action thereon.
- (vii) To make proposals to the Governing Body and Board of Management for allocating departments to the faculties.
- (viii) To make proposal to the Governing Body and Board of Management for the institution of fellowships, scholarships, studentship, exhibition medals and prizes and to make rules for their award.
- (ix) To make proposal to the Governing Body and Board of Management for the institution of various chairs, professor emeritus, adjunct professor, visiting professor, teaching associates etc.

- (x) To recognize persons of eminence in their subject to be associated as research guide in that subject as prescribed in the ordinance.
- (xi) To formulate, modify or revise schemes, for the organisation and assignment of subjects to the faculties/School/Center of excellence/Institute, and to report to Board of Management as to the expediency of abolition, collation, division or reconstitution of any faculty of the University.
- (xii) To recognise diplomas and degree of other Universities and institutions and to determine their equivalence.
- (xiii) To make special arrangements, if any, for the teaching and training of women and other identified categories of students and prescribing for them special courses of study/trainings or other suitable necessary programmes.
- (xiv) To consider academic related proposals submitted by the faculties/School/Center of excellence/Institute of the University.
- (xv) To approve the syllabus of the different courses/subjects submitted by the faculties/School/Center of excellence/Institute and to arrange for the conduct of examinations according to Ordinances made for the purpose.
- (xvi) To award stipends, scholarship, medals and prizes, and to make awards in accordance with the Ordinances and such other conditions as may be attached to the award.
- (xvii) To publish syllabi of various courses of study, lists of prescribed or recommended text books and various recognized and referred journals for different subjects.
- (xviii) To provide the suggestion for admission in different faculties/School/Center of excellence/Institute of the University.
- (7) To recommend to the Board of Management the rates of remuneration and allowances for the examination work.
- (8) To delegate such of its powers, as it may deem fit, to the Chairman of the Academic Council or to the any eminent academician of the University.
- (9) To report or to make recommendations on any matter referred to it by the Chancellor or Board of Management or Governing Body, as the case may be.
- (10) The Academic Council shall exercise such other powers and perform such other duties as may be prescribed from time to time.

STATUTE NUMBER 12 FINANCE COMMITTEE

- (1) The Finance Committee shall consist of the following persons, namely:-
- | | | |
|--|---|------------------|
| (i) The Chancellor or his nominee | : | Chairman |
| (ii) The Vice-Chancellor | : | Member |
| (iii) The Registrar | : | Member |
| (iv) One member of the Board of Management to be nominated by the Chancellor | : | Member |
| (v) One person to be nominated by the Sponsoring Body | : | Member |
| (vi) Chief Finance and Accounts Officer | : | Member Secretary |
- (2) The tenure of the members of the finance committee, other than ex-officio members, shall be of two years.
- (3) The finance committee shall meet at least thrice in each academic year. A notice for the meeting of the finance committee shall be given to Committee members at least three days in advance of the meeting.
- (4) Four members of the finance committee, including Chairman, shall constitute the quorum at the meetings.
- (5) Functions and powers of the Finance Committee shall be as follows:
- (i) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the Board of Management and shall put up to the Governing Body for its consideration and approval.
 - (ii) The Finance Committee shall consider the annual accounts of the University prepared by the Board of Management and its recommendation thereon along with the annual budget, and shall put it up to the Governing Body for its consideration and approval.
 - (iii) The Finance Committee may make its recommendations to the Governing Body to accept bequests, and donations of property to the University on such terms as it deems proper and finally to issue instruction to Board of Management for its implementation.
 - (iv) The Finance Committee shall decide all kinds of fees including Fees of all Programmes/ Courses, & its amount, to be charged by the students, including the review of it, from time to time.

- (v) The Finance Committee may recommend to Governing Body mechanisms and ways and means to generate resources for the University and to issue instruction to Board of Management for its implementation..
- (vi) The Finance Committee may consider any other matter referred to it by the Board of Management/Governing Body and make its recommendations thereon.
- (vii) The Finance Committee shall advise the Governing Body and instruct the Board of Management, on any question affecting its finances. The Committee shall also be responsible for smooth functioning of regular Audit process.
- (ix) The Finance Committee shall be responsible for the observance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.
- (x) The Finance Committee shall recommend to all concerned course of action on the regular reports of external and internal auditors.
- (xi) The Finance committee shall have the power to accept or reject or **modify the any** proposal/ report or annual estimates, budget, expenditure statement etc. prepared and submitted by board of management.
- (xii) The finance committee shall have the power to approve the university budget.
- (xi) Finance committee shall have the power, subject to the **overall ceiling in already** approved (by finance committee and / or governing body); the annual budget of the university, may further approve re-appropriation of finance from one head of expenditure to another.

STATUTE NUMBER 13 STANDING COMMITTEE

(1) Standing Committee of the University shall be constituted as under:

- (i) Chancellor
- (ii) Vice-Chancellor
- (iii) Chief Finance and Account Officer
- (iv) Deans of all faculties of the University
- (v) Three senior Heads of Departments of the University nominated by the Chancellor and their term being two years.
- (vi) One Nominee of the Chancellor
- (vii) Controller of Examination
- (viii) Director (Administration and Planning)
- (ix) Registrar

Incase the Chancellor shall be available for the meeting then the Chancellor shall be the Chairman of Standing Committee otherwise the Vice-Chancellor shall be the Chairman.

- (2) The Vice-Chancellor can invite additional members to standing committee with prior approval of Chancellor, as and when required. The Standing Committee shall perform such tasks as assigned to it by the Governing body and the Chancellor from time to time. However the standing committee meeting shall be invited on the request of Board of Management to resolve the issues related with Board of Management/ University.
- (3) The Registrar shall act as member Secretary of the Standing Committee. Meeting of the Standing Committee shall be convened, as and when required, under the directions of the Chancellor by the Registrar. One-half of the present members of the Standing Committee shall constitute the quorum. The Chairman shall have power to cast his decision vote.
- (4) Notice for the meeting of the Standing Committee along with the agenda will be served to the members at least one day in advance of the meeting. However, an emergency meeting of the Standing Committee can be called by the Chair person, as and when required, within one hour notice.
- (5) Ordinarily the Standing Committee shall discuss and resolve the issues related with sudden importance and of emergent nature because of unforeseen incidence, natural calamities or any other kind of hazards/ riots/ gross indiscipline and nuisance or criminal incidences etc.
- (6) The decision taken by standing committee shall be approved by the Chancellor and the decision of standing committee duly approved by Chancellor shall be fully honored and binding to the Board of Management and Governing Body and all other bodies/Committee of the university.

STATUTE NUMBER 14
EXAMINATION AND RESULT COMMITTEE

- (1) The Examination and Result Committee of each departments shall consist of the following members :
 - (i) Dean of the faculty (Chairman).
 - (ii) Head of the Department
 - (iii) Two senior most teachers of the Department (other than the head of the department).
 - (iv) Controller of Examination (Member-secretary)
- (2) The Examination and Result Committee of the Department shall recommend to the Vice-Chancellor through Controller of Examination, the names of Examination Paper Setters, Moderator and Examiner of different subjects. The Vice-Chancellor will have the right to add or delete names in the proposed list and he would approve the final list.
- (3) The Examination and Result Committee of the concerned department shall approve the results before declaration. If in the opinion of the committee, the results are not smooth and properly balanced, it may recommend suitable corrective action/moderation to the Vice-Chancellor and shall implement such corrective action/moderation after approval of the Vice-Chancellor.

STATUTE NUMBER 15
FACULTIES/SCHOOLS

- (1) The University shall include the following faculties:
 - (i) Faculty of Life Science,
 - (ii) Faculty of Science and Applied Sciences,
 - (iii) Faculty of Engineering & Technology,
 - (iv) Faculty of Commerce and Financial Studies,
 - (v) Faculty of Management Studies,
 - (vi) Faculty of Computer application & Information Technology.
 - (vii) Faculty of Humanities & Social Sciences,
 - (viii) Faculty of Agriculture Science and Technology,
 - (ix) Faculty of pharmacy,
 - (x) Faculty of Fine Arts and Design,
 - (xi) Faculty of Ancient Science & Technology,

Such other faculties as may be approved by the Governing Body on the recommendation of the Academic Council shall be added from time to time.
- (2) Each Faculty shall have such departments as may be assigned to it by the Academic Council.
- (3) Each Faculty may also have the Centre of Excellence, Research Centre, Training Centre, Extension Centre & institute, as per need, along with its own teaching department.
- (4) The University may also establish the sufficient number of separate Chairs, Schools, Centre of Excellence, Research Centre, Training Centre, institute, within main campus, in its sub campuses located within the jurisdiction of the university to meet the requirement and objectives of the university and its all stake holders.

STATUTE NUMBER 16
DEANS OF FACULTIES

There shall be a Dean for each Faculty. The Deans shall be appointed by the Vice-Chancellor on the recommendations of the Chancellor. Ordinarily, a Professor within the faculty shall, by rotation according to seniority, act as the Dean of the Faculty for a period of three years, Provided that:

- (1) If there is no Professor, an Associate Professor, by rotation according to seniority, shall act as Dean. In the absence of any eligible teacher who can qualify to become a Dean/ Professor/ Associate Professor of an allied discipline can nominated as Incharge Dean. Moreover, Professor Emeritus/ Visiting Professor can also be nominated as Dean. However the Chancellor shall has the power to re-appoint a Dean for next term.
- (2) The Dean shall be the Chairman of the Faculty and shall the responsible for the observance of the Statutes, the Ordinances and the Regulations relating to the Faculty.
- (3) The Dean shall be responsible for overall supervision and control of the faculty and the conduct of teaching, evaluation and research work in the Departments comprised in the Faculty.
- (4) The Dean shall exercise such other powers and perform such other functions and duties as may be assigned to him by the Board of Management or the Vice-Chancellor or the Ordinance.
- (5) Professor or Associate Professor shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment in his turn as Dean of the Faculty.
- (6) When the office of a Dean is vacant or where the Dean is by reasons of illness or any of cause unable to perform his/ her duties the Vice-Chancellor may authorized any other teacher to perform the function of Dean during such period.

STATUTE NUMBER 17
CONSTITUTION OF FACULTIES

Each Faculty shall consist of the following members namely:

- (1) The Dean of the Faculty who shall be the Chairman.
- (2) The Heads of Departments of Studies in the Faculty.
- (3) All Professors in the Faculty.
- (4) One Associate Professor and one Assistant Professor, by rotation according to seniority, from each Department in the Faculty.

STATUTE NUMBER 18
POWER OF THE FACULTIES/SCHOOLS

- (1) The Faculty shall have such powers and shall perform such duties as given in the Ordinances and shall, from time to time, recommend such Boards of Studies in different branches of knowledge as may be prescribed by the Ordinances.
- (2) The Faculties shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them necessary or on any matter referred to them by the Academic Council.

STATUTE NUMBER 19 BOARD OF STUDIES

- (1) There shall be a Board of Studies for each subject comprising of :
 - (i) All the teachers of the concerned subject.
 - (ii) Two members to be nominated and co-opted by the Department, from outside the University, from academia/Industries/research organization, after approval of Vice-Chancellor from a panel of five persons.
- (2) The Head of the Department member shall be the Chairman of the Board of Studies:
 - i. That the term of the chairman shall be three years, and after expiry of the term, the next/senior most Professor/ associate Professor shall be Chairman.
 - ii. That if there are more than one Professor in the department, the senior most Professor/associate Professor shall be the chairman for the Board of Studies of that Subject: in accordance with sub section 1.
- (3) The term of the Co-opted members of the board of studies shall be three years.
- (4) The Vice-Chancellor can constitute a Board of Studies for the subjects to be started by the University as and when required.
- (5) Detailed syllabus of the different courses of the department shall be prepared by the Board of Studies and be submitted to the Academic Council for its approval and publication.
- (6) Contents of the syllabi shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for its approval.
- (7) Board of Studies meeting shall be arranged at least once in a year.

STATUTE NUMBER 20 STUDENTS COUNCIL

- (1) The students' council will mainly function as a forum to obtain feedback on the students' issues and their welfare.
- (2) The Vice-Chancellor shall appoint in the Students' Council, one student from each Department/Faculty who should be a full time student in the University and had secured the first position in order of merit in the preceding Examination.
- (3) The Vice-Chancellor can also decide to involve other categories of students in the Students' Council depending upon the need of student's participation for the benefit of the University. SC/ST/Minority categories and Girls Students will be given adequate representation in the Students' Council if available and eligible.

STATUTE NUMBER 21
APPOINTMENT OF TEACHERS OF THE UNIVERSITY

- (1) For the teaching positions in the University namely the Professors, Associate Professor, and Assistant professor, the Board of Management may recommend to the Governing Body for filling up the vacancies available in different departments/schools/centre of excellence/institutes/faculty of the University.
- (2) The Governing Body shall access the recommendations of the Board of Management and approve filling up of teaching vacancies through an open advertisement (print or electronic media including the University website) and selection process from time to time.
- (3) Teaching positions (Professors, Associate Professor, and Assistant professor) shall be advertised in the News Papers or job portals or on the website of the University mentioning the eligibility norms for each advertised post as per the norms prescribed by the University Grants Commission (UGC) or any other concerned Regulatory Body.
- (4) A Screening Committee constituted by the Vice-Chancellor and duly approved by the chancellor, shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview.
- (5) Summary of all the screened applications shall be made available to the Selection Committee at the time of interview.
- (6) The Selection Committee shall consist of the following members;
 - (i) The Vice-Chancellor : Chairman
 - (ii) Three subject experts, from a panel of experts, nominated by the Vice-Chancellor and approved by the Chancellor. However the chancellor has the power to approve any other person as subject expert outside the panel and also has the power to add or delete the any name in the panel.
 - (iii) Dean of the concerned faculty/school/institute.
 - (iv) One person nominated by the chancellor.
 - (v) One person nominated by the sponsoring body.
- (7) The Selection Committee shall recommend to the Governing Body for approval, the names, arranged in order of merit, if any, of the persons who it considers suitable for the

appointment against each post. If in case none of the candidate is found suitable, then the same shall be indicated accordingly.

Provided that no recommendation shall be made unless at least two subject experts and the nominee members under clause 6 (iv) & (v) are present in the Selection Committee meeting.

- (8) After the approval of the Governing Body the entire selection file shall be sent to the Chancellor for his final approval for each appointment. Provided that the chancellor has the right to cancel or reject the whole selection process or a part of it as well as has the right to cancel or reject the all names or any name, from the selection lists of varies positions, without assigning any reason.

After obtaining the approval from chancellor, the appointment letters shall be issued by the Registrar. Provided that every teacher shall be initially appointed on probation, whose maximum duration shall be of two years, except for the post of professor for which the probation period shall be one year.

- (9) In addition to full-time teachers, the Board of Management after obtaining prior permission from the Chancellor may also decide to engage for a fixed period, part-time, contractual and / or assignment based positions or teaching associates, either through direct recruitment or out-sourcing. Provided that before appointing any person for above mentioned work / assignment the final approval must be obtained by the chancellor.

The terms and conditions (such as honorarium, TA/DA, conveyance charges etc) of such engagements will be decided, from time to time, by the Board of Management with the final approval of the chancellor.

- (10) The terms of service conditions of teachers and arbitration procedures shall be as prescribed by the Regulations.
- (11) Seniority of various categories of teacher shall be maintained by the University in accordance with length of continuous service in a cadre by registrar.
- (12) The retirement age of a teacher shall be as per regulatories body, UGC, AICTE, MCI, BCI etc. norms.

STATUTE NUMBER 22
CATEGORIES OF THE NON-TEACHING EMPLOYEES

(1) The following types of non-teaching employees will be employed by the University

- (i) Permanent and regular employees,
- (ii) Probationary employees,
- (iii) Contractual employees,
- (iv) Casual employees,
- (v) Workers from outsourcing.

- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be one or of two years as decided by the chancellor.
- (3) Contractual employee means an employee who is appointed on contract for a specified period.
- (4) Casual Employee means an employee who is engaged on the daily basis.
- (5) The terms of service conditions of all the above types of employees except workers from outsourcing and arbitration procedures shall be as prescribed by the Regulations.

STATUTE NUMBER 23
OTHER OFFICERS OF THE UNIVERSITY

(1) The following shall be the other Officers of the University:

(i) Pro-Vice-Chancellor

1. The Pro-Vice-Chancellor of the University shall be appointed by the Chancellor on such terms & Conditions as decided by the University from time to time. The Pro-Vice-Chancellor shall not exceed more than three and will come from different faculty.
2. The Pro-Vice-Chancellor shall exercise such powers and perform such duties of the Vice-Chancellor as the Vice-Chancellor may delegate to him or as the Chancellor direct to him; and shall be responsible to report to the Vice-Chancellor and Chancellor.
3. The Pro-Vice-Chancellor shall continue and hold his office till the Chancellor decides to assign the duties of the Pro Vice Chancellor to some other suitable officer.
4. The Pro-Vice-Chancellor may by writing under his hand addressed to the chancellor, through the Vice-Chancellor resign his office at least one prior notice or by depositing the one month salary.

(ii) Controller of Examination:

- 1 The Controller of Examination will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor/Vice-Chancellor.

- 2 The Controller of Examination shall be responsible for the smooth conduction of Examinations of all Courses/Programmes and for all other arrangement necessary thereof and execution of all processes connected therewith along with declaration of result.
- 3 The appointment of the Controller of Examination shall be made by the Chancellor on the recommendation of the committee constituted for this purpose. The committee shall consist of :
 - (i) Vice-Chancellor (Chairman),
 - (ii) Nominee of the Chancellor,
 - (iii) Two Nominees of the Sponsoring Body,
 - (iv) One expert member approved by the Chancellor.

However the quorum for committee shall be minimum three.

4. The University shall follow the following procedure for the selection of the Controller of Examination :
 - a. The university shall invite application for the post, through the process of an advertisement in the University website/job portals and/ or News papers.
 - b. A summary of the candidates applied for the post shall be prepared by the Committee consisting of three senior staff members of the University, approved by the Chancellor for this purpose.
 - c. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to Chancellor for approval and appointment.
 - d. If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued.

OR

The controller of examination shall be selected from amongst the Teachers of the University.

5. When the office of the Controller of Examination falls vacant or when the Controller of Examination is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
6. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, for the following reasons:
 - (a) has made default in performing any duty imposed on him by or under this Act; or
 - (b) has acted in a manner prejudicial to the interest of the University; or

(c) has found to involve in any type of financial irregularity, corruption, sexual harassment or deliberately harm the image of the University ; or

(d) is incapable of managing the affairs related with the examination and result as well as other assigned duties of the University,

And if it appears to the Chancellor that the situation so warrants that continuance of the Controller of Examination is not in the interest of the university, the Chancellor may instruct to Vice-Chancellor to issue the show cause notice to the Controller of Examination to explain the matter, and there after if the authorities are not satisfied with the explanation submitted by the Controller of Examination then Vice-Chancellor may request to the Chancellor for the removal of the Controller of Examination. The Chancellor's decision shall be final in the matter.

Provided that before taking such action of the removal, the Controller of Examination shall be given an opportunity of being heard before the Chancellor.

7. The Controller of Examination shall receive pay and other allowances as decided by the Sponsoring Body from time to time.
8. The age of retirement of Controller of Examination shall be sixty five years/ as per the state Government/ UGC norms.
9. The Controller of Examination may by writing under his hand addressed to the chancellor, through the Vice-Chancellor resign his office at least one prior notice or by depositing the one month salary .

(iv) Librarian:

1. The Librarian will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor/Vice-Chancellor/Registrar.
2. The Librarian shall be responsible for the smooth conduction of all the procedure of the library including the purchase of text books, reference books, journals/e-journals, magazines and news paper as well as proper up keeping and maintenance of them, to maintain the proper discipline in the library, to prepare and issue the library card to all students and faculty members/staff, to maintain the proper record of the revenue collected from the students as the fine imposed because of late submission of books to the library and recovery amount taken by the students incase books/journals/magazines had been destroyed/lost/wholly/ partly damaged at the end of student/users. To do the stock verification after ascertain period of interval regularly and submission of its report, to prepare the proposal for purchasing of verity of books/journals to enhance and strengthen

the quality and richness of library. To prepare the readers ledger account, proper issue register of books and maintenance of effective cataloging of each book/journal along with its proper endorsement of their accession number. To train the library staff for the use of various library softwares and making the library high take etc. and for all other arrangement necessary thereof and execution of all processes connected therewith as well as to perform such other duties as assigned time to time by the various authorities of the University.

3. The appointment of the Librarian shall be made by the Chancellor on the recommendation of the committee constituted for this purpose. The committee shall consist of :

- a. Vice-Chancellor (Chairman),
- b. Nominee of the Chancellor,
- c. Two Nominees of the Sponsoring Body,
- d. One expert member approved by the Chancellor.

However the quorum for committee shall be minimum three.

4. The University shall follow the following procedure for the selection of the Librarian:

- a. The university shall invite application for the post, through the process of an advertisement in the University website/job portals and News papers.
- b. A summary of the candidates applied for the post shall be prepared by the Committee consisting of three senior staff members of the University, approved by the Chancellor for this purpose.
- c. The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to Chancellor for approval and appointment.
- d. If a suitable candidate is not found in the first advertisement, subsequent advertisement shall be issued.

5. When the office of the Librarian falls vacant or when the Librarian is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.

6. If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, for the following reasons:

- (a) has made default in performing any duty imposed on him by or under this Act; or
- (b) has acted in a manner prejudicial to the interest of the University; or

(c) has found to involve in any type of financial irregularity, corruption, sexual harassment or deliberately harm the image of the University ; or

(d) is incapable of managing the affairs of library/ the University,

And if it appears to the Chancellor that the situation so warrants that continuance of the Librarian is not in the interest of the university, the Chancellor may instruct to Vice-Chancellor/Registrar to issue the show cause notice to the Librarian to explain the matter, and there after if the authorities are not satisfied with the explanation submitted by the Librarian then Vice-Chancellor/Registrar may request to the Chancellor for the removal of the Librarian. The Chancellor's decision shall be final in the matter.

Provided that before taking such action of the removal, the Librarian shall be given an opportunity of being heard before the Chancellor.

7. The Librarian shall receive pay and other allowances as decided by the Sponsoring Body from time to time.
8. The age of retirement of Librarian shall be sixty five years/ as per the state Government/ UGC norms.
9. The Librarian may by writing under his hand addressed to the chancellor, through the Vice-Chancellor resign his office at least one prior notice or by depositing the one month salary .

(v) Dean Student Welfare (DSW):

The Dean Students Welfare shall be an officer of the University and appointed by the Chancellor from amongst the Teachers of the University.

(vi) Director (Administration and Planning):

The Director (Administration and Planning) shall be whole time officer of the University and shall be appointed by the Chancellor with the such salary, terms and condition as specified in the relevant regulation/ or in appointment letter.

- (2) The powers and responsibilities of the Rector, Pro-Vice-Chancellor, Controller of Examination, Librarian, Dean Student Welfare (DSW) and Director (Administration and Planning) shall be as specified in the Regulations.

STATUTE NUMBER 24**CONFERMENT OF HONORARY DEGREES AND
ACADEMIC DISTINCTIONS**

- (1) (i) Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Department by any Faculty Member and Head of the Department will forward it to the Vice-Chancellor.
- (ii) On receipt of the proposal the Vice-Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act, shall call a special meeting of the Board of Management to consider the proposal.
- (iii) At such special meeting of the Board of Management the Vice-Chancellor shall call upon the members to indicate their opinion on the proposal by a secret ballot. No speeches or comments shall be permitted on the proposal at such meeting.
- (iv) The Vice-Chancellor shall ascertain from scrutiny of the ballot papers. If the Vice-Chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal shall be submitted for approval to the Governing Body.
- (v) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be separately made and considered in respect of a proposed recipient.
- (2) (i) Any such proposal submitted for approval of the Governing Body shall be decided by a secret ballot of the members of the Governing body present and voting at the meeting.
- (ii) No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.
- (iii) The Vice-Chancellor shall scrutinize the ballot papers in respect of the proposal with the help of tellers if necessary.
- (iv) On scrutiny, if the proposal is found to have the requisite support the proposal shall be declared to be carried. In the absence of the requisite support the proposal shall be declared to be dropped.
- (v) The recommendation of the Governing Body will be presented to the Chancellor by the Vice-Chancellor. The Chancellor shall take the final decision on such matter.

STATUTE NUMBER 25
PROVISION REGARDING FEE TO BE CHARGED
FROM THE STUDENTS

(1) Ordinarily all the Courses/programmes of studies in the University shall be run on self finance mode. The following types of fees may be charged from the students:

- i. Prospectus / Registration form
- ii. Entrance Examination Fee (if Applicable)
- iii. Admission fees (where applicable)
- iv. Enrollment Fee
- v. Identity Card Fee
- vi. Tuition fees for the course
- vii. Library card fee
- viii. Library fees
- ix. Laboratory fees
- x. Sports and Game Fee
- xi. Activities Fee
- xii. Cultural/Annual Function Fee
- xiii. Caution money
- xiv. Hostel Fee & Mess Charges (if applicable)
- xv. Transportation Fee (where applicable)
- xvi. Security Fee
- xvii. Industry visit/Excursion Fee
- xviii. Training/Augmentation/Placement Fee
- xix. Development / amalgamated fund
- xx. Various Student Chapter Membership Fee
- xxi. Subsidies Fee
 - a. For various Competitions, Quizzes and Group Discussions
 - b. For participation in seminar/workshops/conferences/exhibition/fare
- xxii. Examination application form fees
- xxiii. Semester/ Annual Examination fees
- xxiv. Convocation Fee

xxv. Alumina Membership Fee

The University can introduce other heads of fees from time to time.

- (2) In addition, fees for duplicate mark-sheets, revaluation, issuance of degree and such others examinations or result related fee may be charged from the students, as prescribed by the relevant ordinance and/ or regulations.
- (3) The components of fee may vary from course to course and shall be decided by the Finance Committee for each course from time to time.
- (4) The fee structure of various courses and provision of exemption or subsidy in tuition fee, if any, will be decided by the Finance Committee from time to time and will be made available to the students along with the prospectus for the concerning session or thereafter inform to students through the general notice displayed in University notice board or website.
- (5) The tuition fees for the various courses will be described in their respective Ordinances and/ or regulations.
- (6) However in future the various other courses/programmes shall also be run and offered with the aid of various funding agencies like World Bank, Central Government, State Government, NGO's etc. as well as in tie-up/ Collaborations with other Universities/Academic and Research organization through out the World.
- (7) Direction of various regulatory bodies viz: MCI, DCI, UGC, will be binding on the University.
- (8) Exemption from tuition fee will be decided by the Board of Management.
- (9) All fee subject to approval of the Regulatory Body as defined in 2(f) and (u) of the Act 2007.

STATUTE NUMBER 26**ADMINISTRATION OF ENDOWMENTS FOR THE AWARD OF FELLOWSHIPS,
SCHOLARSHIPS, MEDALS AND PRIZES IN THE UNIVERSITY**

- (1) The Board of Management may accept donations for creation of endowment fund for the award of Fellowship, Scholarship, Stipend, Medals and Prizes of the recurring nature.
- (2) The Board of Management shall administer all the endowments.
- (3) The award shall be made out of the Annual Income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.
- (4) (i) The Board of Management shall prescribe the conditions of depositing the endowment in a nationalized Bank.
(ii) The value of endowment necessary for instituting an award shall be prescribed by the Board of Management.
- (5) No endowment shall be accepted in contravention of the award.
- (6) In case any endowment is accepted by the Board of Management, the Board shall make a Regulation for it, giving such details as the name of the donor, name of endowment, initial value and the purpose of the endowment, etc.
- (7) Approval of awardees of fellowships, scholarships, freeship in tuition fee, medals and prizes as per the specific regulation(s)/ordinance(s) belonging to the specific endowment will be given by the Board of Management.

STATUTE NUMBER 27**CONVOCATION**

- (1) A Convocation for the award of the Degrees, Diplomas and other Distinction of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body.
- (2) The Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocations.
- (3) The Visitor and in his absence the chancellor shall preside over the convocation function of the University. In the absence of both, the Vice-Chancellor shall preside over the convocation function.

STATUTE NUMBER 28 ADMISSION OF STUDENTS

- (1) Admission to various courses shall be governed as prescribed in the ordinances framed for the concerned subjects.
- (2) The University may prepare its own merit list for admission in to various courses either on the basis of aptitude test or academic credential or group discussion/interview or the combination of any of these or on the counseling basis too, if necessary, or may utilize the list of results of such examination/test conducted by different State/ National/Professional Bodies.
- (3) The number of seat in each course shall be in conformity of relevant regulatory body such as AICTE, UGC, MCI, BCI, NCTE etc.
- (4) Policies and directives of Central/State/Regulatories body regarding admission including regulation of reservation for SC/ST/OBC/ students below poverty line family/ physically handicapped and other categories shall be applicable to the University.

STAUTE NUMBER 29 ANNUAL REPORT

- (1) The Annual Report of the University shall be prepared by the Board of Management.
- (2) The Annual Report shall be placed before the Governing Body for approval.
- (3) A copy of the Annual Report prepared under Sub-section (1) shall be presented to the Visitor and to the Regulatory Commission after approval by the Governing Body.

STATUTE NUMBER 30 RESIGNATION

Any resignation rendered by any employee shall be processed as per the Regulations prescribed for the purpose.

STATUTE NUMBER 31 ACTION AGAINST TEACHERS

- (1) Where there is an allegation of misconduct, indiscipline or prejudice or bias or partiality in evaluation or negligence or disobedience or involved in sexual harassment or defamation of University or Groupism or uses Drugs & Alcoholism etc., against a teacher, the Vice-Chancellor shall constitute a fact finding Committee and if necessary, based on the fact finding Committee recommendations, may institute an inquiry committee for the purpose.
- (2) Based on the inquiry committee report, the Vice-Chancellor may decide course of action including suspension depending on the severity of the misconduct and allegation. However, for taking actions to the extent of termination of the teacher concerned, the Vice-Chancellor and shall report the matter to Governing Body whose decision will be final subject to the provision of the appeal to the Chancellor.
- (3) An appeal against any action can be made to the Chancellor within 30 days from the date of receiving of the communication of such order and the decision of the Chancellor shall be final. The chancellor may refer the case back to the Governing Body with his comments to review the case.

STATUTE NUMBER 32 ACTION AGAINST OFFICER/NON-TEACHING EMPLOYEES

- (1) Where there is an allegation of misconduct, indiscipline or prejudice or bias or negligence or disobedience or involved in sexual harassment or defamation of University or Groupism or uses Drugs & Alcoholism etc., against officer/non-teaching employee, the Registrar shall constitute a fact finding Committee and if necessary, based on the fact finding Committee recommendations, may institute an inquiry committee for the purpose.
- (2) Based on the inquiry committee report, the Registrar may decide course of action including suspension depending on the severity of the misconduct/allegation.

However, for taking actions to the extent of termination of the officer and non-teaching employee concerned, the Registrar shall report the matter to the Vice-Chancellor whose decision will be final.
- (3) An appeal against any action can be made to the Chancellor within 30 days from the date of passing such order, whose decision shall be final.

Bhopal, the 11th July 2012

No. – R-345/cc/2012/38 In exercise of the powers conferred by sub-section (1) of Section 26 of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 the State Government hereby makes, the first Statute of the Swami Vivekanand University NH -26 Sironja]Sagar (M.P.) is here by published in the ordinary gazette as per the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapna avam Sanchalan) Adhiniyam, 2007 under section 35. The first Statute of the University shall come in to force from the date of notification.

THE FIRST STATUTE

By order and in the name of the Governor of Madhya Pradesh,
C. B. PADWAR, Dy. Secy.

STATUTE NUMBER 01

SHORT TITLE, SCOPE AND COMMENCEMENT

- (1) The "Statute" means the Statute of Swami Vivekanand University Sagar, Madhya Pradesh.
- (2) These Statutes shall come into force with effect from the date of the publication in the state Gazette by state government.
- (3) The Statutes are in conjunction with the provision of the Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007. If there be any difference in the provisions of the Act or the Rules and statutes, the provisions of the act or the rules shall prevail.
- (4) Nothing in these Statutes shall be deemed to debar the University from amending the Statutes subsequently according to the provision of Section 27 of the Act, and the amended statute, if any shall be applicable with immediate or retrospective or prospective effect, from such a date as prescribed in the notification.

STATUTE NUMBER 02**DEFINITIONS**

In these Statutes unless the context otherwise requires;

- (1) "Act" means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Adhiniyam 2007" (No.17 of 2007).
- (2) "Academic Year" means a period of nearly twelve months, devoted to completion of requirements specified in the scheme and curriculum of the concerned course(s) and apportioned into "terms" as stipulated in the Ordinance.
- (3) "Board of Studies" Means the Board of Studies of the University departments/faculties.
- (4) "Board of Management" Means the board of management of Swami Vivekanand University Sagar, Madhya Pradesh.
- (5) "Chancellor" Means the chancellor of Swami Vivekanand University Sagar, Madhya Pradesh.
- (6) "Chief Finance and Account officer" means the Chief Finance and Account officer of Swami Vivekanand University Sagar, Madhya Pradesh.
- (7) "Convocation" means the convocation of the Swami Vivekanand University Sagar, Madhya Pradesh.
- (8) "Course(s)" means prescribed area(s) or course(s) of study or programmer (s) and /or any other components(s) leading to the conferment or award of degree, diploma, certificate or any other academic distinction or title of the Swami Vivekanand University Sagar, Madhya Pradesh.
- (9) "College" means an institution situated as a constituent unit in the main campus and maintained by the Swami Vivekanand University, Sagar under the provisions of these statutes.
- (10) "Decided by the University/university may decide/Decision of the University" means as decided by the Vice – Chancellor with approval of the Chancellor.
- (11) "Employee" means any person appointed by the Swami Vivekanand University Sagar, Madhya Pradesh.
- (12) "Executive Committee" means Executive Committee of the Sponsoring Body.
- (13) "Faculty" Means faculty of the Swami Vivekanand University, Sagar Madhya Pradesh listed in relevant Statute.
- (14) "Head of University Department" means the faculty head of any department or head of any department or constituent institutions situated in the main campus of Swami Vivekanand University, Sagar.

- (15) "Principal" means the Head of a constituent College and includes, when there is no Principal, a person for the time being duly appointed to act as Principal;
- (16) "Governing Body" Means governing body of Swami Vivekanand University Sagar, Madhya Pradesh.
- (17) "Regular Education" means and includes delivering instruction, teaching, learning, education, and related activities directly by the teacher synchronously to students in the classes supported by teaching, learning and related activities within the classroom or on line or otherwise as decided by the university from the campus to the regular students of the Swami Vivekanand University Sagar, Madhya Pradesh.
- (18) "Regulation" means regulation of the Swami Vivekanand University Sagar, Madhya Pradesh.
- (19) "Regulatory Commission" Means regulatory commission constructed by state Government under section 36 of the Act.
- (20) "Rules" means the "Madhya Pradesh Niji Vishwavidyalaya (Sthapana Avam Sanchalan) Rules, 2007".
- (21) "Scheme and Curriculum" means and includes nature, duration, pedagogy, syllabus, eligibility and such other related details (by whatever name it may be called) for the concerned course(s) of the Swami Vivekanand University Sagar, Madhya Pradesh.
- (22) "Seal" means the common seal of the Swami Vivekanand University Sagar, Madhya Pradesh.
- (23) "Subject" means the basic unit(s) of instruction; teaching, training; research etc., by whatever name it may be called, as prescribed under the scheme and curriculum.
- (24) "Scheduled Tribes" Means the Scheduled Tribes specified in relation to this state under Article 342 of the constitution of India.
- (25) "Scheduled Castes" Means the Scheduled Castes specified in relation to this state under Article 341 of the constitution of India.
- (26) "Other Backward Castes / Minority" Means the Other Backward Castes / Minority specified in relation to the constitution of India and / or State Government.
- (27) 'Statutes', 'Ordinances' and 'Regulations' Means the Statutes, Ordinances and regulations of the university as the case may be, in force for the time being.
- (28) "School of Studies" Means a constituent institution maintained by Swami Vivekanand University Sagar, Madhya Pradesh as a place for higher learning and research.
- (29) "Teachers of the University" Mean Professor, Associate Professor, Assistant Professor and such other person as may be appointed for imparting instructions

or conducting research, with the approval of the vice-chancellor of the university or any constituted college or institution or faculty in the campus maintained by the university.

- (30) "University" means Swami Vivekanand University Sagar, Madhya Pradesh.
- (31) "Vice-chancellor" means Vice-chancellor of the University.
- (32) "Visitor" Means Governor of the State.
- (33) Words and expression used but not defined in these statutes shall have the same meaning as assigned to them in the Act.
- (34) All words and expression used herein and defined in the statute and the rules shall have the meaning respectively as assigned to them in the statute and rules.

STATUTE NUMBER 03

SEAL OF THE UNIVERSITY

The University shall have a common seal to be used for the purposes of the university and the design of the seal shall be as decided by the university, subject to further changes or amendment as deemed necessary for time to time by the university. The University may also decide to make and use such Flag, Anthem, Insignia, Vehicle Flag and other symbolic or graphic expression, abbreviations or likewise, for such purposes as deemed necessary from time to time, and which are not of such nature that are not permitted by the State or the Central Government. The University may opt to register these under relevant rules and laws of the Land.

STATUTE NUMBER 04**OBJECTIVES OF THE UNIVERSITY**

The following shall be the general objectives of the Swami Vivekanand University:-

- (1) To provide instructions, teaching and training in higher education in the field of Science, Arts, Commerce, Technical, Medical, Professional , Vocational, etc and to make provisions for research, advancement and dissemination of knowledge;
- (2) To create higher levels of intellectual abilities;
- (3) To establish state of the art facilities for education and training;
- (4) To carry out teaching and research and offer continuing education programmes;
- (5) To create centers of excellence for research and development and for sharing knowledge and its application;
- (6) To maintain the standards of degrees, diplomas, certificates and other academic distinctions in accordance with the norms laid down by the University Grants Commission and the related regulatory body or regulatory council;
- (7) To pursue any other objective as may be approved by the State Government based on the recommendations of the Regulatory Commission from time to time.
- (8) To collaborate with other universities, Research centers, Government and Non-Government organization towards fulfillment of the university objectives.
- (9) To make available technical education in the Rural area along with the urban area to make arrangement and provide facilities for the spread of education with due maintenance of quality education in the real sense.
- (10) To utilize the new and innovative methods and techniques of education and make provisions accordingly in the course of courses with the aim of providing quality & education.

STATUTE NUMBER 05**APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHANCELLOR**

- (1) In accordance with the section 16 of the Act, the Chancellor shall be appointed by the sponsoring body for a period of five years with the approval of the Visitor. The Executive Committee of the Sponsoring body shall, by simple majority, finalize the name of the Chancellor. The Secretary/President of the Sponsoring Body shall send the name, along with Bio-data of the proposed Chancellor, to the Visitor for approval. After Visitor's concurrence, Chancellor shall be appointed by the Sponsoring Body.
- (2) The Chancellor shall exercise powers as specified in Section 16 of the Act.
- (3) The Chancellor shall preside over the meeting of the Governing Body and shall, when the Visitor is not present, preside over convocation of the University, for conferring degrees, diplomas or other academic distinctions.
- (4) The Chancellor shall hold office for a period of five years and shall be eligible for reappointment with the approval of visitor following the procedures laid down above under clause (1) of this statute.
Provided that the chancellor shall notwithstanding the expiring his term, continue to hold his office until either he is reappointed or his successor enter upon his office.
- (5) In case of an emergency like illness, absence or death of the Chancellor, the Vice-Chancellor shall perform his duties till the Chancellor reassumes his office or the new Chancellor is appointed. However, this period will not exceed six months.
- (6) It shall be the duty of the Chancellor to ensure that the Act, the Rules, The Statutes, the Ordinances and the Regulations are faithfully observed.
- (7) The Chancellor shall exercise general control over the affairs of the University and decision of the Chancellor shall be final for the university for all the Administrative, Financial, Academic matters and any other matters therewith.
- (8) The Chancellor shall be entitled to receive honorarium, expenses and allowances as may be decided by the Sponsoring Body.
- (9) In a special meeting called for the purpose, the Executive Committee of the Sponsoring Body may consider a "No Confidence Motion" Against the Chancellor and, if passed by two third majorities, can recommend to the Visitor for the removal of the Chancellor.
- (10) The Chancellor shall have the following powers, also:-
 - a. To appoint and remove the Vice-Chancellor;
 - b. To call for any information or record of university;
 - c. Such other powers as may be conferred by the Statutes & ordinance of university;
- (11) The Chancellor may be writing under his hand addressed to the Visitor, resign this office. The Sponsoring Body Chairman/Secretary shall forward his resignation to the visitor and after Visitor's approval, shall accept his resignation and propose a new name to the visitor as per clause(1) of this statute.

STATUTE NUMBER 06**APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE VICE CHANCELLOR**

- 1) The Vice-Chancellor shall be appointed by the Chancellor from the panel recommended by the selection committee constituted for the purpose, as per Section 17 of the Act.
- 2) The Selection Committee, referred to in sub-section (1), shall consist of the following members, as per section 17 clause 2 of Act.
 - i) Two eminent academicians nominated by the sponsoring body;
 - ii) One eminent person nominated by the State Government - member.
- 3) The Chancellor shall appoint one of the members of the selection committee as Chairman.
- 4) The selection committee shall submit a panel of at least three eminent persons for the appointment of Vice-Chancellor, Provided that if the Chancellor does not approve the recommendation of the selection committee, he may call for fresh recommendation from the selection committee.
- 5) Notwithstanding anything contained in the foregoing sub-section, the Chancellor may appoint the first Vice-Chancellor for a period of two years to conduct the affairs of University
- 6) The Vice-Chancellor appointed under section (1) shall hold office for a term of four years. Provided that, notwithstanding the expiry of his term, he shall continue to hold office until his successor is appointed or he /she is reappointed enters office but in any case this period shall not exceed six months. Provided that he shall not hold the office after attaining the age of 70 years.
- 7) The Vice- Chancellor shall be a whole-time salaried officer of the University and his emoluments and other terms and conditions of service shall be such as decided by the Governing Body provided that the pay, allowance and other conditions service shall not be less than what has been approved by U.G.C.
- 8) If at any time upon representation made or otherwise and after making such enquiries as may be deemed necessary, it appears to the Chancellor, that the Vice-Chancellor:-
 - i. Has made default in performing any duty imposed on him, by under the statute or ordinance of University
 - ii. Has acted in manner prejudicial to the interests of University; or
 - iii. Is incapable of managing the affairs of the University the Chancellor may, notwithstanding the fact that the terms of office of the Vice-Chancellor has not expired, by an order in writing stating the reasons therein, require the Vice-

Chancellor to relinquish his office as from such date as may be specified in the order.

iv. Provided that no such order shall be passed unless the particulars of the grounds on which such action is proposed to be taken are communicated to the Vice-Chancellor and he is given a reasonable opportunity of showing cause against the proposed order.

9) As from the date specified the Vice-Chancellor shall be deemed to have relinquished the office and the office of the Vice-Chancellor shall fall vacant.

10) In the event of the occurrence of any vacancy including temporary vacancy in the office of the Vice-Chancellor by reason of his death, resignation, leave, illness or otherwise, Pro-Vice Chancellor/ Dean Faculty for that purpose shall act as the Vice-Chancellor as authorized by Chancellor until the date on which Vice-Chancellor is as per provision act to fill such vacancy, enters upon his office;

Provided that the arrangement contemplated in this clause shall not continue for a period of more than six months.

11) The Vice-Chancellor shall be the principal executive and academic officer of University, and shall exercise general superintendence and control over the affairs of University and shall execute the decisions made by various authorities of University.

In addition to the powers and duties prescribed in section 17 of the Act the Vice-Chancellor shall also exercise such other powers and perform such other function as given below

(i) He shall be Ex-Officio Chairman of Board of Management, the Academic Council, and Finance Committee and All Bodies of the University. The Vice-Chancellor shall be entitled to be present in the meetings of all bodies of the University but shall not be entitled to vote at unless he is a member of such body.

(ii) It shall be duty of the Vice-Chancellor to see that provisions of the Act and the Statutes and Ordinance and Regulations made by the University are duly complied with and he shall have all the powers necessary to ensure their compliance. The Vice-Chancellor may constitute such committees as he deems it necessary to help him in the discharge of the duties entrusted upon him by or under the statute and ordinance.

(iii) The Vice-Chancellor shall exercise control over the affairs of the University and shall give effect to the decisions, direction or orders of all authorities of the University.

- (IV) The Vice-Chancellor shall have the powers necessary for the proper maintenance of discipline in the University and he may delegate any such powers to such persons, as he may deem fit.
 - (V) The Vice-Chancellor shall be competent to grant leave to any officer of the University in accordance with the rules and make necessary arrangement for the discharge of the functions of such officer during his absence.
 - (VI) The Vice-Chancellor shall grant leave of absence to any employee of the University in accordance with the rules and if he so desire, delegate such powers to another officer of University.
 - (VII) The Vice-Chancellor shall have the power to convene the meetings of the different Bodies constituted by University
 - (VIII) The Vice-Chancellor shall have the power to appoint on the sanctioned and vacant posts of Professors, Associate Professor, Assistant Professor and other Teachers following the procedure of their appointment with the approval of the Chancellor.
 - (IX) The Vice-Chancellor shall have the power to appoint persons as may be considered necessary by the Academic Council for the functioning of the University with the concurrence of the Board of Management.
 - (X) The Vice-Chancellor shall have the power to make short term appointments for a period not exceeding six months at a time of such number of persons as may be considered necessary for functioning of the university with the prior approval of Chancellor.
- 12) In the absence of the Visitor and the Chancellor, the Vice Chancellor shall preside over at the convocation of the University, for conferring Degree, Diplomas or other Academic destinations.
- 13) The Vice Chancellor may by writing addressed to the chancellor resign his office.

STATUTE NUMBER 07**APPOINTMENT, TERMS & CONDITIONS AND POWERS & DUTIES OF THE REGISTRAR****APPOINTMENT OF REGISTRAR**

The first Registrar shall be appointed by the Sponsoring Body as per clause 18(1) of the Act. The subsequent Registrar, other than the first Registrar, shall be appointed by the Governing Body on the Recommendation of the Expert Committee constituted for the purpose. The Expert Committee shall consist of:

- (1) Vice Chancellor – (Chairman)
- (2) Nominee of the Chancellor
- (3) Two Expert members approved by the Governing Body.
- (4) One observer nominated by the Chairman, Regulatory Commission.
- (5) Nominee of the Sponsoring Body

SELECTION OF REGISTRAR

The University will follow the following procedure for the selection of the Registrar.

- (a) The University would invite applications for the post through the process of an advertisement in important News papers or E-Media having wider circulation.
- (b) A summary of the candidates applied for the post shall be prepared by the committee constituted for the purpose approved by the Chancellor.
- (c) The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given at least 15 days in advance.
- (d) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Governing Body.
- (e) If a suitable candidate is not found in the first advertisement subsequent advertisements shall be issued.

TERMS AND CONDITIONS

- (1) The Registrar will be a key officer of the University. All contracts shall be signed and all documents and records shall be authenticated by the Registrar on behalf of the University.
- (2) The Registrar shall be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Vice Chancellor.
- (3) When the Office of the Registrar falls vacant or when the Registrar is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose with the prior approval of Chancellor.

- (4) If any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the Registrar is not in the interest of the University, the Vice- Chancellor may request the Chancellor, in writing stating the reasons therein, for the removal of the Registrar. The Chancellor shall put up the matter for the consideration of Governing Body whose decision shall be final. Provided that before taking such action of the removal, the Registrar shall be given an opportunity of being heard.
- (5) The Registrar shall receive pay and other allowances as decided by the Governing Body from time to time as per U.G.C. norms.
- (6) The age of retirement of Registrar shall be sixty five years.
- (7) The Registrar may be writing under his hand addressed to the Vice Chancellor, resign his office.

POWERS & DUTIES

- (a) Maintaining the records, the common property and any such other property of the University as the Governing Body may decide.
- (b) To conduct the official correspondence of the Governing Body, Board of Management, Academic Council and of /any other committee. The Registrar shall be the Member- Secretary but he shall not have a right to vote.
- (c) To issue notices conveying the dates of meeting of the university authorities to the members and to make necessary arrangements for the conduction of the meeting and also for other assigned duties by the Governing Body/Board of Management from time to time. He will render desired assistance.
- (d) The Registrar shall provide the copies of the Agenda of the meeting of the Governing Body, Academic Council, Board of Management, and such other bodies which are formed under the direction of the Vice Chancellor, and shall record the minutes and send the same to the Vice Chancellor and Chancellor. He shall also make available all such papers, documents and information as the Visitor/M.P. State University Regulatory Commission / Chancellor/Vice Chancellor may desires.
- (e) The registrar shall have powers to enter into and sign, agreements and Authenticate records on behalf of the university.
- (f) He shall discharge all such functions as assigned to him by the Chancellor. Vice Chancellor of the University.
- (g) The registrar shall have powers to take disciplinary action against the Non-teaching employees working in the University and can suspend them, pending inquiry with the approval of the Vice-Chancellor.
- (h) An appeal can be made to the Chancellor against any order of the Registrar. The Chancellor will be the final authority to take decision on the appeal.
- (i) To arrange the Examination of the University in case of Controller of Examination is appointed in the University.
- (j) To collect the income, disburse the payments of the University, in case no Chief Finance Officer is appointed in the University.

STATUTE NUMBER 08**APPOINTMENT, TERMS AND CONDITIONS AND POWERS OF THE CHIEF
FINANCE & ACCOUNTS OFFICER (CFAO)****APPOINTMENT OF THE CHIEF FINANCE & ACCOUNTS OFFICER (CFAO)**

The Appointment of the CFAO shall be made by the Chancellor on the recommendation of the committee constituted for the purpose.

The Committee shall consist of:-

- (a) Vice Chancellor - Chairman
- (b) Nominee of the Chancellor
- (c) Two Expert member approved by the Governing Body
- (d) One observer nominated by the Chairman, Regulatory Commission.
- (e) Nominee of the Sponsoring Body

Provided that the first CFAO will be appointed by Chancellor for a period two years.

SELECTION OF CFAO

The University will follow the following procedure for the selection of the CFAO.

- (a) The University would invite applications for the post through the process of an advertisement in important News papers or E-Media having wider circulation.
- (b) A summary of the candidates applied for the post shall be prepared by the Committee consisting of three Professors of the University approved by the Vice Chancellor for the purpose.
- (c) The date of meeting of the Selection Committee will be fixed and a notice to this effect shall be given at least 15 days in advance.
- (d) The Selection Committee shall interview and adjudge the merit of each candidate and send its final recommendation to the Chancellor.
- (e) If a suitable candidate is not found in the first advertisement subsequent advertisements shall be issued.

TERMS AND CONDITIONS

- (1) The Chief Finance and Accounts Officer (CFAO) shall be a key officer of the University responsible for handling accounts and finances of the University.

- (2) The CFAO will be a full time salaried officer of the University and shall discharge his duties under general superintendence and control of the Chancellor.
- (3) The Chief finance and Accounts officers shall receive a salary in the pay scale and other allowance as decided by chancellor.
- (4) When the Office of the CFAO falls vacant or when the CFAO is, by reason of illness or long absence due to any other reason, unable to perform his duties of the office, the duties of the office shall be performed by such person as the Chancellor may appoint for the purpose.
- (5) If at any time upon representation made or otherwise, and after making such inquiry as may be deemed necessary, the situation so warrants that the continuance of the CFAO is not in the interest of the University, the Vice-Chancellor may request the Chancellor, in writing stating the reasons therein for the removal of the CFAO.
- (6) The age of retirement of CFAO shall be sixty five years.
- (7) The services of CFAO can be terminated by the chancellor on the recommendation of the Vice Chancellor by giving him one month notice or one month salary in lieu of notice.

POWERS & DUTIES

Duties of the CFAO shall include:

- (a) Collect the income, disburse the payments and maintain the accounts of the University.
- (b) Hold and manage the properties and investments of the University, including trust and immovable properties for fulfilling any of the objects of the University.
- (c) Ensure to the limits fixed by the finance committees for recurring and non-recurring expenditure for a year are not exceeded and money is used or spent for the purposes for which it was granted or allotted.
- (d) CFAO will be responsible for the preparation of the annual accounts and the budget, Audit Report & Action Taken Report of the University and for their presentation to the Board of Management after they have been considered by the Finance Committee.
- (e) Keep a constant watch on cash and bank balances and investments.
- (f) Ensure that the registers of properties of the University are maintained properly and that the stock checking of materials and equipments and other materials in the offices of the University maintained by the University.
- (g) Watch the progress of collection of revenue and advice on the methods of collection of revenue.

- (h) Bring to the notice of the Vice-Chancellor any unauthorized expenditure or other financial irregularities, and suggest appropriate action against persons at fault.
- (i) Call from any office of the University, any information or reports that he may consider necessary for the performance of his functions.
- (j) The CFAO shall supervise, control and regulate the working of accounts & finance of the University and ensure the receipt of funds and its utilization as per section 12 & 13 of Act.
- (k) The CFAO may by writing under his hand addressed to the Chancellor, resign his office giving three month notice or three month salary in lieu of notice.
- (l) The Chief Finance & Accounts Officer shall be responsible for managing the accounts and funds of the University, for maintaining the records properly, and for regularly getting them audited.
- (m) The Chief Finance & Accounts Officer shall supervise, control and regulate the working of Accounts and Finance of the University.
- (n) Maintaining the Financial records and any such other finance related records of the University as the Governing Body may decide.
- (o) He shall discharge all such functions as assigned to him by the Chancellor / Vice- Chancellor of the University.
- (p) Exercise such duties, powers and perform other functions as may be prescribed by the Act, Statutes, Ordinance and Regulations and as directed by the Chancellor/Vice-Chancellor and Board of Management.
- (q) Exercise general supervision of the Fund of the University and advise it as regards its financial policies.
- (r) Perform such other financial function as may be assigned to him by the Governing Body and Board of Management or as may be prescribed by the Statutes or the Ordinance. Provided that Chief Finance & Accounts Officer shall not incur any expenditure or make any investments exceeding the limits as fixed by the Vice- Chancellor and the Board of Management and Governing Body.

STATUTE NUMBER 09**GOVERNING BODY OF THE UNIVERSITY****CONSTITUTION OF GOVERNING BODY**

- (1) Constitution and functioning of the Governing Body shall be as laid down under section 22 of the Act.

The Governing Body of the SVN University, Sagar shall consist of the following members namely:-

- a. The Chancellor;
- b. The Vice-Chancellor
- c. Three eminent persons nominated by the sponsoring body out of which at least one shall be an eminent educationist;
- d. Three distinguished persons nominated by the Visitor out of a panel of six names submitted by the state Government.
- e. One representative of the State Government not below the rank of Deputy Secretary.

The terms of nominated members of the Governing Body will be for three years.

- (2) The Chancellor shall be the Ex-Officio Chairman of the Governing Body.

- (3) The Governing Body shall be the principal authority of the University, and all movable and immovable property of the University shall vest in the governing body and shall have the following powers namely:-

- i. To control functioning of the University, by using all such powers as are provided by this Act or the Statutes, Ordinance or Regulations made there under;
- ii. To review the decisions of other authorities of the University, in case they are not in conformity with the provisions of the Act or the Statutes, Ordinances or regulations made there under;
- iii. To approve the budget and annual report of the University, from time to time.
- iv. To lay down the policies to be followed by the University.
- v. Such other powers as may be prescribed by the Statutes of the University.
- vi. The Governing Body shall meet at least three times in a calendar year.
- vii. The quorum for meeting of the governing body shall be of five members as per the act.
- viii. To make, review and approve, from time to time the broad policies plans and procedures and suggest measures for the improvement and development of the University.

- ix. To make recommendation on any matter referred to it by the Chancellor.
- x. Such other powers and duties as may be prescribed by the "Executive Committee" of the Sponsoring Body.
- xi. In the interest of University the Chancellor have power to approve any matter related to University and same shall be placed in next Governing body meeting for approval.
- xii. All the matter to be placed for Governing body meeting should be first approved by the Chancellor

STATUTE NUMBER 10**BOARD OF MANAGEMENT****CONSTITUTION OF BOARD OF MANAGMENT**

- (1) Formation and Functioning of the Board of Management shall be as laid down under Section 23 of the Act.
 - (2) The Board of Management shall consist of the following members:
 - a. Vice-Chancellor
 - b. Two representative nominated by the sponsoring body
 - c. Two representative nominated by the State Government
 - d. Two professors of the university
 - e. Two senior most teachers of the university other than the Clause (d)
- The Board of Management shall be constituted with the approval of Chancellor.
- (3) The Vice-Chancellor shall be the Ex-officio Chairperson of the Board of Management.
 - (4) The term of the nominated members of the Board of Management will be of three years.
 - (5) The Board of Management shall meet once in every two months.
 - (6) The quorum for meeting of the Board of Management shall be at least five members.

POWERS AND FUNCTIONS OF THE BOARD OF MANAGEMENT

The Board of Management shall have following powers and functions

- (1) Suggestion on Budget, Audit report and Annual Report of the University and to place it before the Governing Body for its approval.
- (2) To prepare the Annual/Supplementary Budget of the University and to place it before the Governing Body for its approval.
- (3) To Follow the Budget for Expenditure as approved by the Governing body,
- (4) To perform any other functions which may be assigned by the Governing Body/Chairman of the Board of Management /Statutes of the University.
- (5) To recommend to governing Body for creating the post of other officers of the university.
- (6) To manage and administrate the revenue and property of the university and to conduct all administrative affairs of the university.
- (7) To create teaching administrative and other academic posts.
- (8) To specify the manner of appointment to temporary vacancies of any staff.

- (9) To transfer or accept transfers of any immovable or movable property on behalf of the university with provisions followed in statute or ordinance after the approval of Chancellor.
- (10) To execute fellowship, scholarship, studentships and other provisions in welfare of students.
- (11) To get the approval of the Governing Body before the implementation of such decisions of the Board of Management which may be having bearing on the finances of the university.
- (12) To manage and regulate the finance, accounts, investments property of the University and all other affairs of the University and to appoint such other agents as may be considered fit.
- (13) To invest money belonging to the University including any unexpended income, in such stocks, funds, shares or securities as it thinks fit in the purchase of immovable properties in India with like power varying such investment from time to time. Provided that no action under this clause shall be taken without consulting the Finance Committee and approval of Chancellor.
- (14) To create administrative, ministerial and other necessary posts after taking into account the recommendations of the Finance Committee and to specify the manner of appointment there to.
- (15) To regulate and enforce discipline amongst the employees in accordance with the statutes and ordinance of University.
- (16) To entertain, adjudicate upon or redress the grievances of the employees and the students of the University who may for any reason feel aggrieved.
- (17) To fix the remunerations payable to counselors examiners and invigilators and fix the traveling and other allowances payable to them, after consulting the Finance Committee.
- (18) To delegate any of its powers to the Vice-Chancellor, Pro-Vice-Chancellor, Chief Finance & Accounts Officers, Registrar or other Officers, employee of authorities of the University or to a Committees appointed by it.
- (19) The Board of Management shall exercise the powers of the University not otherwise provided by the Statute, Ordinance and the Regulations for the fulfillment of the objects of the University.
- (20) To exercise such powers and perform such other functions as may be conferred or imposed by the Act or the Statutes, Ordinance and also directives of Chancellor of the University.

STATUTE NUMBER 11**ACADEMIC COUNCIL****FORMATION, POWERS, DUTIES AND ACTIONS OF THE ACADEMIC COUNCIL**

- (1) The Academic Council shall be the principal academic body of the university which shall consist of not more than 15 members subject to the provision of the section 24 of the Act.
- (2) The Academic Council shall be the principal Academic body of the University consist of the following members:
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| 1. Vice-Chancellor. | Chairman |
| 2. Registrar | Member Secretary |
| 3. All the Deans of the University. | Member |
| 4. One Professor & HOD of the University Teaching Department (Relevant subject of meeting) | Member |
| 5. Two Professors form State/Central Govt. Universities nominated by the Chancellor. | Member |
| 6. Two representatives from amongst the Scientist/ Educationist/ Technologists/ Industries nominated by the Vice-Chancellor. | Member |
| 7. One Professor nominated by Chairman Regulatory Commission. | Member |
- (3) The Vice-Chancellor, as the chairman, shall preside over the meetings of the Academic Council and in his absence, and other person nominated by the Chancellor shall preside over the meeting.
- (4) The Registrar shall be the Member-Secretary of the Academic Council and in the absence of the Registrar, any other person authorized by the vice Chancellor shall act as the Secretary.
- (5) Minimum 50% committee members of the Academic Council excluding the Chairperson shall form the quorum at a meeting. Provided that no quorum shall be necessary for adjourned meetings. Ordinarily fifteen days notice shall be given for all meetings of the Academic Council.
- (6) The Term of the nominated members of the Academic Council will be three years.

(7) Subject to the provisions of the Act, the Academic council shall have the following powers, duties and functions, namely:

- (a) To co-opt as members, persons having special knowledge or experience in the subject matter of any particular business which may come before the Council for consideration. The Members so co-opted shall have all the rights of the members of the council in regard to the transaction of the business in relation to which they may be co-opted.
- (b) The Academic Council shall be the principal academic body of the University and shall, coordinate and exercise general supervision over the academic policies of the University.
- (c) To promote research and related activities in the University.
- (d) To make recommendations to the Governing Body on the Proposals received from the different faculties of the University, for the conferment of degrees, honorary degrees or any such other distinction or honor of the University.
- (e) To exercise general supervision over the academic policies of the University and to give directions regarding methods of instruction, teaching and evaluation of research or improvements in academic standards.
- (f) To consider matters of general academic interest either on its own initiative or on a reference made by a faculty or the Board of Management to take appropriate action thereon.
- (g) To make proposals to the Governing Body for allocating departments to the faculties.
- (h) To make proposal to the Governing Body for the institution of fellowships, scholarships, studentship, exhibition medals and prizes and to make rules for their award.
- (i) To recognize persons of eminence in their subject to be associated as research guide in that subject as prescribed in the ordinance.
- (j) To formulate, modify or revise schemes for the organization and assignment of subjects to the faculties, and to report to Governing Body as to the expediency of abolition, reconstitution or division of any faculty of the University.
- (k) To recognize diplomas and degree of other universities and institutions and to determine their equivalence.
- (l) To make special arrangements, if any, for the teaching of women or physically handicapped or financially weak or employed students and for prescribing for them special courses of study.
- (m) To consider academic related proposals submitted by the faculties/departments of the University.

- (n) To approve the syllabus of the different courses/subject submitted by the faculties/departments and to arrange for the conduct of examinations according to Ordinances made for the purpose.
 - (o) To award stipends, scholarship, medals and prizes and to make awards in accordance with the ordinances and such other conditions as may be attached to the award.
 - (p) To publish syllabus of various courses of study, lists of prescribed or recommendation text books for different subjects.
 - (q) To appoint committee for admission of students in different faculties of the University.
- (8) To recommend to the Governing body the rates of remuneration and allowances for the examination work.
- (9) To delegate such of its power, as is may deem fit, to the Chairman of the Academic council.
- (10) To make recommendation on any matter referred to by the chancellor or the Governing body, as the case may be.
- (11) The Academic council shall exercises such other power and performs such other duties as may be prescribed from time to time by the chancellor.

STATUTE NUMBER 12**FINANCE COMMITTEE- ITS FUNCTIONS & RESPONSIBILITIES**

No decision involving financial implications shall be taken by any authority of the University without prior concurrence of the Finance Committee.

- (1) The Finance Committee shall consist of the following persons, namely:-
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| (a) The Chancellor or his nominee | Chairman |
| (b) The Vice-Chancellor | Member |
| (c) The Registrar | Member |
| (d) Chief Finance and Accosunts Officer | Member Secretary |
| (e) One member of the Governing Body to be nominated by the Chancellor | Member |
| (f) One person to be nominated by the Sponsoring Body | Member |
- (2) The tenure of the members of the finance committee, other than ex-officio members, shall be of three years.
- (3) The finance committee shall meet at least twice in each academic year. A notice for the meeting of the finance committee shall be given so as to reach the committee members at least fifteen days in advance of the meeting.
- (4) Four members of the finance committee, including Chairman, shall constitute the quorum at the meetings.
- (5) The Finance Committee shall approve the annual budget before starting the every financial year and modified and sanctioned as from time to time as per requisition of the different authorities or officers of the university after the approval of chancellor.
- (6) The Finance Committee shall be control the all financial matter of the University.
- (7) The Finance Committee executes powers under the rules mentioned in Statutes, Ordinance, and Regulations of University.
- (8) The Finance Committee shall review the income and expenditure of the University in every financial year.
- (9) To provide Direction for compliance of audit rules, annual accounts and annual reports provisions & inspection from time to time.
- (10) Functions and powers of the Finance Committee shall be as follows:

- (a) The Finance Committee shall consider the annual estimates of income and expenditure of the University prepared by the Board of Management and shall put up to the Governing Body for its consideration and approval.
- (b) The Finance Committee shall consider the annual accounts of the University prepared by the Board of Management and its recommendation thereon along with the annual budget, and shall put it up to the Governing body for its consideration and approval.
- (c) The Finance Committee may make its recommendations to the Governing Body to accept bequests, and donations of property to the University on such terms as it deems proper.
- (d) The Finance Committee may recommend mechanisms and ways and means to generate resources for the University.
- (e) The Finance Committee may consider any other matter referred to it by the Governing Body and make its recommendations thereon.
- (f) The Finance Committee shall advise the Governing Body on any question affecting its finances.
- (g) The Finance Committee shall be responsible for the observance of Regulations relating to the maintenance of accounts of the income and expenditure of the University.

STATUTE NUMBER 13**STANDING COMMITTEE- ITS FUNCTION & RESPONSIBILITIES**

Standing Committee of the University shall be constituted as under:

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| (a) Vice-Chancellor | Chairperson |
| (b) Registrar | Member secretary |
| (c) CFAO | Member |
| (d) Deans of all Faculties of the University | Member |
| (e) Three senior Heads of Departments of the University by rotation (which will be for three years) | Member |

The Vice Chancellor can invite additional members to the standing committee as and when required. The meeting of the Committee shall be convened under the direction of the Vice-Chancellor.

Function and Responsibilities of Standing Committee

- (1) The Registrar shall act as Secretary of the Standing Committee.
- (2) Meeting of the Standing Committee shall be convened, as and when required, under the directions of the Vice Chancellor. One-half of the members of the Standing Committee and the Chairman shall constitute the quorum.
- (3) Notice for the meeting of the Standing Committee along with the agenda will be served to the members at least 3 days in advance of the meeting. However, an emergency meeting of the Standing Committee can be called by the Vice Chancellor, as and when required, with one hour notice.
- (4) To monitor functioning of the university as per the Act; the Statues and the Ordinance from time to time.
- (5) To examine any matter referred to it by the Chancellor/ Vice-Chancellor and to make suitable recommendations. The recommendations of the standing committee shall be put up before the Board of Management.

STATUTE NUMBER 14**EXAMINATION AND RESULT COMMITTEE- ITS FUNCTION & RESPONSIBILITIES**

(1) The Board of Examination of each Subject shall consist of the following members:

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| (a) | Dean of Faculty by Rotation | Chairman |
| (b) | Head of the Department | Member |
| (c) | Two senior most teachers of the Department (other than the head of the department) | Member |

- (2) Examination committee shall recommend to the Controller of Examination the names of Examination Paper Setters, Moderator and Examiner of different subject. Vice-Chancellor will have the right to add or delete names in the proposed list.
- (3) Examination and result committee shall approve the results of the concerned department before declaration.
- (4) If the Committee is not satisfied with the result, it may recommend suitable correction measure to the Vice-Chancellor and shall implement after due approval of the Vice-Chancellor.

STATUTE NUMBER 15**FACULTIES**

The University shall include the following faculties:

- (a) Faculty of Science
- (b) Faculty of Arts
- (c) Faculty of Life Science
- (d) Faculty of Home Science
- (e) Faculty of Engineering and Technology
- (f) Faculty of Computer Science
- (g) Faculty of Pharmacy
- (h) Faculty of Nursing
- (i) Faculty of Fashion Designing
- (j) Faculty of Management (Including Hotel Management & Catering Technology)
- (k) Faculty of Commerce (Including Commercial & Business Management)
- (l) Faculty of Agriculture & Applied Science including Animal Husbandry & Food processing
- (m) Faculty of Humanities
- (n) Faculty of Law
- (o) Faculty of Education (Including Physical Education)
- (p) Faculty of Journalism and Mass Communication (Media)
- (q) Faculty of Entrepreneurship Development (Vocational courses)
- (r) Faculty of Health Science (Including Medical, Dental, Homeopathy, Pharmacy, Ayurveda & Paramedical Courses).
- (s) Faculty of Library & Information Science
- (t) Faculty of Animation & Multimedia
- (u) Faculty of Fine Arts
- (v) Faculty of Social Sciences
- (w) Faculty Of Performing Arts

Such other faculties as may be approved by the Governing Body on the recommendation of the Academic Council shall be added from time to time.

- (2) Each Faculty shall have such departments as may be assigned to it by the Academic Council of the university

STATUTE NUMBER 16**DEANS OF FACULTIES**

There shall be a Dean for each Faculty. The Deans shall be appointed by the Chancellor on the recommendations of the Vice Chancellor from amongst the Professors in the University for three years and they shall be eligible for re-appointment.

Provided that:-

- (1) If there no Professor, Associate Professor/ Reader according to seniority may act as Dean.
- (2) The Dean shall be the Chairman of the Faculty and shall the responsible for the compliance of the Statutes, the Ordinance and the Regulations relating to the Faculty.
- (3) The Dean shall be responsible for overall supervision and control of the organization and the conduct of teaching and research work in the Departments comprised in the Faculty.
- (4) The Dean shall exercise such other powers and perform such other function and duties as may be assigned to him by the Governing Body or the Vice-Chancellor.
- (5) Professor or Associate Professor shall have the option to resign the Deanship at any time during his tenure and also decline the offer of appointment in turn as Dean of the Faculty.

STATUTE NUMBER 17**CONSTITUTION OF FACULTIES**

Each Faculty shall consist of the Following members, namely:

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| 1) Dean of Faculty | Chairman |
| 2) The Heads of Departments of Study in the Faculty | Member |
| 3) One Professor of the each Department of Study in the Faculty | Member |
| 4) One Associate Professor and one Assistant Professor, by rotation according to seniority, from each Department in Faculty. | Member |

STATUTE NUMBER 18**POWER OF THE FACULTIES**

- (1) The faculty shall have such powers and shall perform such duties as given in the Ordinances and shall, from time to time, appoint such and so many Boards of Studies in different branches of knowledge as may be prescribed by the Ordinances.
- (2) The Faculties shall also consider and make such recommendations to the Academic Council on any question pertaining to their respective spheres of work as may appear to them or on any other matter referred to them by the Academic Council.

STATUTE NUMBER 19**BOARD OF STUDIES**

- (1) There shall be a Board of Studies for each Subject Comprising of :-
 - (a) All the teachers of the concerned subject.
 - (b) Two members to be nominated and co-opted by the Department, from outside the University, from academic/Industries after approval of Vice-Chancellor from a panel of five persons.
- (2) The Head of the Department shall be the Chairman of the Board of Studies provided.
 - (a) That the term of the chairman shall be three years, and after expiration of the term, the next/senior most Professor/Associate Professor shall be Chairman if the term is not extended.
 - (b) If there is more than one Subject in the department, the senior most Professor/Associate Professor shall be the chairman for Board of Studies of that subject: in accordance to above (a).
- (3) The term of the Co-opted members of the board of studies shall be three years and the members can be reappointed for next term.
- (4) The Vice Chancellor can constitute a Board of Studies for the subjects to be started by the University as and when required.
- (5) Detail syllabus of the different courses of the department shall be prepared by the board of studies and be submitted to the Academic Council for its approval and publication.
- (6) Contents of the syllabus shall be revised and updated by the Board of Studies from time to time and be submitted to the Academic Council for its Approval.
- (7) Board of studies meeting shall be arranged at least once in a year.

STATUTE NUMBER 20**STUDENTS COUNCIL**

- (1) The Students council will mainly function as a forum for getting feedback on the student's issues and their welfare.
- (2) The Vice-Chancellor shall appoint on the Student's Council one student from each Department/Faculty who should be a full time student in the University and had secured the first position in order of merit in the preceding Examination.
- (3) The Vice Chancellor can also decide to involve other categories of students in the Students Council depending upon the need of student's participation for the benefit of the University. SC/ST and girls students will be given adequate representation in the Students Council.

STATUTE NUMBER 21**APPOINTMENT OF TEACHERS OF THE UNIVERSITY**

- (1) For the teaching positions in the University namely the Professors, Associate Professor, and Assistant Professors, the Board of Management may recommend to the Governing Body for filling up the Vacancies available in different department of the University.
- (2) The Governing Body shall assess the recommendations of the Board of Management and approve filling up of teaching vacancies through an open advertisement and selection process from time to time.
- (3) Teaching position (Professors, Associate Professors and Assistant Professors) shall be advertised in the national daily News Papers or E-Media of wide circulation clearly mentioning the essential qualifications and pay scale for each advertised post as per norms prescribed by the University Grant Commission (UGC) or any other Regulatory Body.
- (4) There shall be a Screening Committee consisting of three members, appointed by the Vice-Chancellor shall screen all the applications and prepare a summary of all the candidates satisfying the essential qualifications and to be called for the interview. Also a list of candidates rejected and not to be called for the interview shall be made separately giving reasons for the rejection.
- (5) Summary of all the screened applications shall be made available to the Selection committee at the time of interview.
- (6) The Selection Committee shall consist of the following members;

(a) The Vice-Chancellor	Chairman
(b) One observer not connected with the University in any manner, to be nominated by the Chairman, Regulatory Commission.	Member
(c) Three subject expert nominated by the Vice-Chancellor after the approval of the Chancellor	Member
(d) Dean of concerned Faculty	Member
(e) Head of the Department	Member
- (7) The Selection Committee shall recommend to the Governing Body the names arranged in order of merit, if any, of the persons who it considers suitable for the appointment.

- (8) Provided that no recommendation shall be made unless at least two subject experts and the Chairman under clause (6) mentioned above, are present in the Selection Committee meeting.
- (9) After the approval of Selection Committee's recommendation by the Governing Body, appointment letters will be issued by the Registrar.
- (10) In addition to full-time teachers, the Board of Management/Vice Chancellor may also decide to engage teachers for a fixed period/part time/contractual basis. The terms and conditions (such as honorarium, TA/DA, conveyance charges etc) of such engagements will be decided by the Chancellor of the University from time to time.

(11) Teachers already working (appointed by the sponsoring Body/Institute)

- (a) Teachers (Professor/Associate Professor/Assistant Professor) who are already working and who are appointed on regular basis, following due procedure in the same institute/colleges, before its notification as university, shall be examined by the screening committee constituted as per the provisions of section (6) of this statute.
- (b) After examining each case, as per the norms/qualification laid down by the UGC/any other relevant Regulatory body the committee as (1) above, shall observing the conditions mentioned in (7) of this statute, submit its recommendations to the Chancellor.
- (c) The teachers found suitable for appointment in the university Teaching Department, as screened above, may be absorbed as the regular teachers of the university after approval of Governing Body.

(12)

- (i) For the purpose of official work the seniority of various categories of teachers shall be maintained by the university in accordance with length of continuous service in a cadre.

It shall be the duty of the Registrar to prepare and maintain in respect of different categories and update seniority lists in accordance with procedure laid down in the clauses hereafter appearing provided that if:

- (a) If the length of service of two or more teachers in any cadre calculated in accordance with paragraph 2 above is equal, their seniority inter se shall be determined in accordance with the length of continuous service in the cadre immediately below, if any
- (b) If after calculation in accordance with above the seniority inter se of two or more teachers in any cadre is equal, their seniority inter se shall be determined in accordance with the length of continuous service in the cadre, if any, immediate below the cadre considered under above.

- (c) If after calculation in accordance with the foregoing provisions to the extent possible, the seniority inter se of two or more teacher in any cadre is equal, their seniority inter se shall be determined by the total period of continuous service as a teacher in any cadre.
- (d) If after applying the foregoing provision to the extent possible, the seniority of two or more teachers is equal, their seniority inter se shall be determined in accordance with seniority in age.
- (13) The retirement age of teacher shall be as per Regulatory Bodies, UGC, AICTE, MCI, BCI, NCTE, INC etc. Norms and no one shall withhold official position after retirement. However, they can continue for teaching for purpose.

STATUTE NUMBER 22

CATEGORIES OF THE NON-TEACHING EMPLOYEES

- (1) The following types of non-teaching employees shall be appointed employed by the University
- (a) Permanent/Probationary employees
 - (b) Contractual employees
 - (c) Casual employees
- (2) Permanent employee means an employee who is appointed against a clear vacancy. The probationary period for such employees will be of three years.
- (3) Contractual employee means as employee who is appointed on contract for a specified period by university/other agencies.
- (4) Casual Employee means an employee who is engaged on the basis of a Muster Roll.
- (5) The term of service conditions of all the above types of employees and arbitration procedures shall be as prescribed by the Regulations.

STATUTE NUMBER 23**OTHER OFFICERS OF THE UNIVERSITY**

(1) The following shall be the other Officers of the University:

(a) **Controller of Examination:**

- I. Controller of Examination will be an officer of the university and shall be appointed by the Vice Chancellor from amongst the Teachers of the University.
- II. When the office of the Controller of Examination is vacant or when the Controller of Examination is, by reason of illness or absence for any other cause, unable to perform the duties of the office, the duties of the office shall be performed by such person as the Vice Chancellor may appoint for the purpose.
- III. The Controller of Examination shall control the conduct of examinations and all other arrangements necessary therefore and execution of all processes connected therewith and ancillary thereto.

(b) **Librarian:**

The Librarian shall be a full time salaried officer of the University, and his appointment will be made following the procedure as decided by Board of Management with qualification as per U.G.C. norms.

(c) **Dean Student Welfare (DSW):**

The Dean Students Welfare shall be an officer of the University and shall be appointed by the Vice-Chancellor from amongst the Teacher of the University.

(d) **Director (Project) :**

The Director Project will be an officer of the University and shall be appointed by the Vice-Chancellor with due approval of Chancellor the Director project will report to the Vice-Chancellor.

- a) The Vice-Chancellor will assign duties to Director Project.
- b) The selection process of the Director Project will be as decided by the University.

(e) **Director (Marketing) :**

The Director Marketing will be an Officer of the University and shall be appointed by the Vice-Chancellor with due approval by Chancellor. The Director Marketing will report to the Vice-Chancellor.

- a) The Vice-Chancellor will assign duties to Director Marketing.
- b) The selection process of the Director Marketing will be as decided by the University.

(f) Deputy Registrar :

The Deputy Registrar will be an officer of the University and shall be appointed by the Vice-Chancellor with due approval of Chancellor the Deputy Registrar will report to the Registrar.

- a) The Registrar will assign duties to Deputy Registrar.
- b) The selection process of the Deputy Registrar will be as decided by the University.

(g) Assistant Registrar :

The Assistant Registrar will be an officer of the University and shall be appointed by the Vice-Chancellor with due approval of Chancellor the Assistant Registrar will report to the Registrar.

- a) The Registrar will assign duties to Assistant Registrar.
- b) The selection process of the Assistant Registrar will be as decided by the University.

- (2) The Power and responsibilities of the Controller of Examination, the Librarian, Dean Student Welfare (DSW), Director Project and Director marketing, Deputy Registrar, Assistant Registrar shall be as specified in the Regulations.
- (3) The University can appoint any other officers as and when required for its working from time to time with the approval of chancellor.

STATUTE NUMBER 24**CONFERMENT OF HONORARY DEGREES AND ACADEMIC DISTINCTIONS**

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- a) Proposal for conferment of an Honorary Degree or Academic Distinction shall be made in writing through the Department of any faculty and member and Head of the Department/Institute will forward it through Dean of Faculty to the Vice Chancellor.
- b) On receipt of the proposal the Vice-Chancellor, on being satisfied that the proposal is in conformity with the provision of the Act, shall summon special meeting of the Board of Management to consider the proposal,
- c) At such special meeting of the Board of Management the Vice- Chancellor shall call upon the members to indicate their opinion on the proposal by a secret ballot. No speeches or comments shall be permitted on the proposal at such meeting.
- d) The Vice-Chancellor shall ascertain the proposal from scrutiny of the ballot papers, if the Vice-chancellor finds that the proposal has the requisite support of the members, he shall declare that the proposal is worth approving and shall send it for final approval of the Chancellor.
- e) Every proposal for conferment of an Honorary Degree or Academic Distinction shall be separately made and considered in respect of a proposed recipient.

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- a) Any such proposal submitted for approval directly to Governing Body shall be decided by a secret ballot of the members of the Governing body present and voting at the meeting.
- b) No member of the Governing Body shall be permitted to discuss, comment or make any speech in respect of the proposal at such meeting.
- c) The Vice Chancellor shall scrutinize the ballot papers in respect of the proposal.
- d) On scrutiny, if the proposal is found to have the requisite support, the proposal shall be declared to be carried and in the absence of the requisite support, the proposal shall be declared to be dispersed with. However the Chancellor will have power to reject or approve any proposal without assigning any reason thereof.

STATUTE NUMBER 25**PROVISION REGARDING FEE TO BE CHARGED FROM THE STUDENT**

(1) All the courses in the University will be run on self finance mode. The following types of fees may be charged from the students;

- (i) Prospectus/Registration form
- (ii) Admission fees (Where applicable)
- (iii) Tuition fees for the course
- (iv) Examination fees
- (v) Library fees
- (vi) Development/amalgamated fund
- (vii) Laboratory fees
- (viii) Caution money
- (ix) Student welfare fees
- (x) Sports & Cultural fees

The University can introduce other heads of fees from time to time.

- (2) In addition, fees for duplicate mark sheets, revaluation, issue of degree and such others examinations or result related fee may be charged from the students, as prescribed by the ordinance.
- (3) The components of fee may vary from course to course and shall be decided by the board of management for each course.
- (4) The fees for the courses will be as per the guidelines of regulatory body and government norms.
- (5) The fee structure of various courses and provision of exemption from tuition fee will be decided by the board of management from time to time and will be made available to the students along with the prospectus for the concerning session.
- (6) All fee subject to approval of the regulatory Body as defined in 7(i) of the Act 2007.

STATUTE NUMBER 26**ADMINISTRATION OF ENDOWMENTS FOR THE AWARD OF FELLOWSHIP, SCHOLARSHIP, MEDALS AND PRIZE IN THE UNIVERSITY**

1. The Board of Management may accept donations from any person, body, institution, company and NGO for the creation of an endowment for the award of fellowships, scholarships, studentships, exhibitions, bursaries, medals and other awards of a recurring character.
2. Each endowment shall be secured by investment decided by the Board of Management in fixed deposits in a scheduled bank.
3. The Board of Management shall be the administrator of all endowments.
4. The award shall be made out of the income accruing from the endowment. Any part of the income which is not so utilized shall be added to the endowment.
5. The Academic council shall prescribe the condition of award after consulting the donor and effect shall be given to his/her wishes as far as possible.

In case of each endowment accepted by the Board of Management the Board of Management shall make a regulation giving the name of donor, the name, initial value and purpose of the endowment.

STATUTE NUMBER 27**CONVOCATION**

- (1) Convocation for the award of the Degree, Diplomas and other Distinction of the University shall normally be held annually in the main campus of the University or at such other place as may be approved by the Governing Body.
- (2) The Academic Council shall frame Regulations relating to the format of the Degree, Diploma documents, Certificates and citations, their text, issuance of these documents in absentia, duplicate degree and procedure for holding Convocations.
- (3) The Visitor and in his absence the Chancellor shall preside over the convocation function of the University. In the absence of both, the Vice Chancellor shall preside over the convocation function.

STATUTE NUMBER 28**ADMISSION OF THE STUDENT**

- (1) Admission process & the number of seats in different courses of University will be decided by academic council with the approval of the Chancellor in accordance with the norms of the respective regulatory bodies and concern department of State Government where applicable.
- (2) The University may conduct its own entrance test, if necessary, or may utilize the list of results of such examination/test conducted by different State/National/Professional Bodies or on the basis of merit list prepared by the university based on minimum qualification.
- (3) Policies and directives of central/state/Regulatory Body regarding admission including regulation of reservation for SC/ST/OBC students below the poverty line family/physically handicapped and other categories shall be applicable to the University.

STATUTE NUMBER 29**ANNUAL REPORT AND THE BALANCE SHEET**

- (1) The Annual Report of the University and the balance sheet along with Income and Expenditure accounts of the University, duly audited by the Chartered Accountant appointed by the University, and shall get the approval of the finance committee.
- (2) The Report shall be placed before the Governing Body for approval.
- (3) A copy of the Annual Report and the annual accounts prepared under Sub-section (1) shall be presented to the Visitor and to, the M.P. State University Regulatory Commission after its approval by the Governing Body.

STATUTE NUMBER 30**RESIGNATION**

Any resignation rendered by any employee shall be processed as per the Statutes Regulations prescribed for the purpose.

STATUTE NUMBER 31**ACTION AGAINST TEACHERS**

If there is an allegation of misconduct against a teacher, the Vice Chancellor can call for an short time explanation and take action with the approval of chancellor or shall constitute an inquiry committee and if necessary.

- (1) Based on the inquiry committee report, the Vice Chancellor may decide course of action including termination depending on the severity of the misconduct, however, for taking actions to the extent of termination of the teacher concerned, the Vice Chancellor shall report the matter to Governing Body whose decision will be final.
- (2) An appeal against any action can be made to the Chancellor within 30 days from the date of receiving of the communication of such order. Chancellor decision will be final.

STATUTE NUMBER 32**ACTION AGAINST NON-TEACHING EMPLOYEES**

If there is an allegation of misconduct against a non-teaching employee, the Registrar can call for an short time explanation and take action with the approval of Vice- Chancellor or shall constitute an inquiry Committee and if necessary.

- (1) Base on the inquiry committee report, the Registrar may decide courses of action including termination depending on the severity of the misconduct.
However, for taking actions to the extent of termination of the non-teaching employee concerned, the Registrar shall report the matter to the Vice Chancellor whose decision will be final.
- (2) An appeal against any action can be made to the Chancellor within 30 days from the date of passing such order, the decision of the Chancellor will be final.

STATUTE NUMBER 33**APPOINTMENT OF EXAMINERS**

(1) In this Statute:

(a) "Internal Examiner" Means:

- i. In case of a theory paper, an examiner including a paper setter who is a teacher in a University Teaching Department/School of Studies/Department of the University.
- ii. In case of practical and viva-voce examination an examiner who is a teacher in the institution whose candidates are being examined at the examination center.

(b) "External examiner" means an examiner other than an internal examiner from the outside of the university.

(c) "Co-examiner" means an examiner in a written paper other than the paper-setter.

(2) The office of the Registrar/Controller examination shall prepare for every subject an institution wise list of names of persons qualified for appointments as examiners. The list shall be in two parts, the first part containing the names of persons working as teachers in the University Teaching Department/School of studies/Department the University and the second part containing names of persons other than teachers of the University qualified for appointments as examiners, whose names shall be obtained by the Registrar office from other University of its own initiative or under the direction of the chairman of the Board of Studies concerned.

(3) The list shall contain, as far as possible, information relating to the persons included therein on the following points, namely:-

- (i) The academic qualifications and teaching experience at degree and post graduate levels.
- (ii) The field of specialization.
- (iii) The examination of the University and years in which they have acted as examiners in the past.

(4) The list so prepared shall be made available to the Examination Committee concerned constituted together with names of persons appointed as Examiners in the University during the two preceding years: The committee may add to the list the names and experience of persons qualified for appointment as examiners but not included therein.

(5) The Registrar's/Controller of examinations office shall also give the Examination Committee the approximate number of candidates expected to appear at each

examination and the list of centers of each practical/Viva-Voce examination together with the estimated number of Candidates there in.

(6) The Examination Committee shall in the light of the provisions of the following paragraph, Recommended:-

- (a) A panel of three names for the appointment of the paper setter of each written paper.
 - (b) A list of names of persons for appointment as co-examiners where necessary, the number of names included in the list being at least fifty percent in excess of the number to the appointment.
 - (c) A list of names of persons for appointment as examiners in each practical/Viva-voce examination, the number of names included in the list being sufficient for the conduct of practical/Viva-voce examination at different center.
- (7) The Vice- Chancellor shall appoint paper setter, co-examiners, practical /Viva-voce examiners ordinarily from amongst persons recommended by the examination committee. He may, however, appoint a person whose name is not included in the list of names recommended by the Examination Committee, if he is satisfied that the person in question possesses the minimum required qualification.
- (8) The other terms and conditions for the appointment of examiners shall be as per decision of Board of Management on the recommendation of Board of Examination.
- (9) The qualification of the paper setter and Co-examiners shall be as per the norms laid down by the related regulatory bodies viz; UGC, MCI, DCI, BCI, NCI, NCTE , INC, AICTE etc.

STATUTE NUMBER 34**THE PROCTORIAL BOARD**

- (1) There shall be a Proctorial Board to maintain the discipline amongst the student of the University as per Section 25 of the Act 2007. It shall consist of the following members :-
 - (a) A Professor nominated by Vice –chancellor (Chairman)
 - (b) The Chief Proctor (Convenor)
 - (c) Dean Students Affairs.
 - (d) All Proctor (S)
 - (e) All Wardens of the Hostels
 - (f) One of two students nominated by the Vice-Chancellor from amongst the student members of the Board of studies.
- (2) The proctorial Board shall prepare a code of conduct to be followed by the students and shall place it before the board of Management for its approval.
- (3) Any violation of code of conduct or breach of any rule or regulation of the University by any student shall be record as indiscipline and shall make the student liable for disciplinary action against him/her.
- (4) The Chief Proctor and Proctors shall be appointed by the Vice Chancellor form amongst the teachers of the University. The number of proctors shall be determined by the Vice-Chancellor depending upon the enrollment of the student in the University.
- (5) The Chief Proctor and Proctors so appointed by the Vice Chancellor For the Period not exceeding three years.

Provided than Vice-chancellor may remove Chief Proctor or the Proctor before the completion of his/him tenure if he/she fails to discharge the duties well or if his/her activities are prejudicial to the interest of the University.
- (6) The Power and duties of Chief Proctor:
 - (a) The chief Proctor shall get a Proctorial form filed by students and keep it for the record in his/her office.
 - (b) He/she will issue identity Card to each student under his/her seal and signature.
 - (c) He/ She shall be authorized by the University to issue rail and air travel concession orders to the bonafide student of the University.
 - (d) He /she will place all the matters brought to his/her notice before the Proctorial Board on being approved by the Vice Chancellor.

STATUTE NUMBER 35**PRO-VICE CHANCELLOR**

1. The Chancellor shall have the power to appoint Pro-Vice Chancellor as per Section 20(2) of the Act 2007.
2. The Pro-Vice Chancellor shall receive salary in the pay scale prescribed by the Board of Management or any other salary package as approved by Board of Management on the basis of mutual agreement.
3. The appointment of Pro-Vice Chancellor would be of a professor of the University recommended by Vice- Chancellor with the approval of Governing Body initially for two years which is extendable as per the recommendation of Vice-Chancellor with the approval of the Governing body.
4. Subject to the control of Chancellor, the Pro-vice Chancellor shall carry out all the duties and exercises all powers of the Vice-Chancellor over the campus/school for which he /she has been in absence or as directed by the Vice-chancellor.
5. Subject to the approval of the Chancellor there can be more than one Pro-Vice Chancellor.

STATUTE NUMBER 36**DEAN STUDENT WELFARE**

- 1) The first Dean Student affairs officer of the university may be appointed by the chancellor for a period of two years.
- 2) The Dean student Affairs shall be appointed for a term of three years by the Board of Management on the recommendation of Vice-Chancellor.
- 3) The Dean Student Affairs shall be a full time salaried officer.
- 4) The Qualifications, salary and mode of appointment shall be prescribed by the Board of Management of the university.
- 5) The Dean Student affairs shall be governed by the service rules prescribed by the university for the employees of the University.
- 6) The Dean student Affairs shall be Advisor cum Treasurer of the University Student Association and the Head of the information Bureau and Employment Bureau of the university.
- 7) The Dean student Affairs shall if required by the board of management, Academic Council be present at any meeting of the authority concerned where matters relating to students welfare come up for consideration by the authorities.
- 8) Subject to the control of Vice Chancellor and Board of management, the dean student affairs shall:
 - (a) Make arrangement to ensure suitable lodging and boarding facilities to the students, who desire to live in hostel.
 - (b) Arrange for employment of student in accordance with plans approved by the Vice Chancellor and the Board of Management.
 - (c) Assist the students in obtaining scholarships, studentships etc. by furnishing them the information relation to these.
 - (d) Communicate with the guardians of the students concerning the welfare of the students.
 - (e) Perform such other duties as may be assigned to him for time to time by the vice Chancellor and the Board of management.

STATUTE NUMBER 37**MISCELLANEOUS**

1. Creation of new department and abolition or restructuring of Existing Department
on the receipt of proposal, the academic council will discuss and sent its recommendation to chancellor for approval. After the approval of proposal by the chancellor the Vice-Chancellor shall intimate the same to the regulatory commission and after the approval of the regulatory commission will issue the order & implement accordingly.
2. Alteration of the number of seats in different courses of university:-
The number of seats in different courses of university will be decided by academic council with the approval of Chancellor. The similar procedure will be followed for alteration of member seats in different courses. It would however be in conformity of the Regulatory Body such as AICTE, NCTE etc.
3. Creation for post and procedure for its abolition:-
In the initial stage the Governing body will propose the number of post to be created as per statute. The Chancellor will approve the number of post required for the establishment of the university as per statute. After creation of Board of Management the proposal for creation of post or procedure for its abolition will be submitted to Board for its approval. After the approval of Board of Management, the proposal shall be sent to Chancellor for final approval.